

**POLICE AND FIRE COMMISSION MEETING
WEDNESDAY, JANUARY 5, 2011 8:05 – 8:55 AM CITY HALL
Todd McEldowney, Chairman**

MEMBERS PRESENT: Todd McEldowney, Sandra Bergman, Dick Timmons and Al Lewis
MEMBERS ABSENT: Joe Sturzl
OTHERS PRESENT: Police Chief Michael Steffes, Fire Chief Terry Williams and Kyle Rodgers of River News

CALL TO ORDER

President Todd McEldowney called the meeting to order at 8:05 AM. The meeting was posted and the media notified in compliance with the Wisconsin Open Meeting Law.

APPROVE MINUTES

MOTION BY TIMMONS/BERGMAN TO APPROVE MEETING MINUTES OF NOVEMBER 3, 2010. THREE AYES, ONE ABSTAIN (LEWIS), ONE ABSENT (STURZL), MOTION CARRIED.

POLICE DEPARTMENT – Chief Report

Chief Steffes reviewed his November and December monthly reports that included 877 calls for service in October and 722 calls in November. The chief highlighted on the success of the Shop with a Cop event in which the police and fire departments partnered with the shopping and gift wrapping. The firemen then provided breakfast for the 16 children that participated. The community was very generous with donations to help each child receive \$100 to shop. A copy of the chief's reports are attached and incorporated herein. A copy of the chief's reports are attached and incorporated herein.

CONFIRM PROBATIONARY PERIOD FOR OFFICER KYLE PARISH

Sergeant Angela Mertz submitted a letter to the chief recommending the approval of Kyle Parish as a permanent member of the department and her letter was circulated for the commission to review. Chief Steffes then read his recommendation advising that Officer Parish has performed very well with the department and assisting other officers. He is quick to sign up for overtime which is a great help to the department.

MOTION BY TIMMONS/LEWIS TO APPROVE KYLE PARSH TO BECOME A PERMANENT MEMBER OF THE POLICE DEPARTMENT. ALL AYES, ONE ABSENT (STURZL), MOTION CARRIED.

FIRE DEPARTMENT – Chief Report

Chief Williams reviewed his last two monthly reports and advised in November they responded to a lot of back to back calls which was a good test for the new ambulance system and all worked out very well. The only major fire was the loss of two snowmobiles.

Williams reported on the calls for service for the last two months totaled 229 with most of them medical in nature. Total calls for the year was at 1,461. The chief reported on inspection routes, training and meetings attended. Copies of his reports are attached.

On November 4, they held firefighter peer interviews. The chief explained the old and new procedures of interviewing the candidates and this time he brought in three fire department personnel with different ranks to help perform the interviews. He has four candidates for the commission to interview and he will discuss in executive session.

DISCUSS FIRE DEPARTMENT CONTRACT

The discussion on the contract was tabled until the next meeting due to the fact that Administrator Bill Bell is not at today's meeting. Not all members have a copy of the contract to discuss, so this will give them the opportunity to review prior to their next regular meeting.

MOTION BY BERGMAN/LEWIS TO ADJOURN INTO EXECUTIVE SESSION PURSUANT TO SECTION 19.85 (1)(c), WIS STATS TO APPROVE NOVEMBER 3, 2010 MINUTES AND DISCUSS FIRE DEPARTMENT HIRING PROCESS AND PROMOTION PROCEDURE. ALL AYES, ONE ABSENT (STURZL), MOTION CARRIED.

MOTION BY LEWIS/TIMMONS TO RETURN TO OPEN SESSION AT 8:55 AM. ALL AYES, ONE ABSENT (STURZL), MOTION CARRIED.

INFORMATIONAL / EMERGENCY IN NATURE None

NEXT MEETING

The next meeting is Friday, January 21, 2011 at 7:30 to conduct interviews for firefighter.

FUTURE AGENDA

- Discuss fire department contract
- Set interview dates and times for promotional process in fire department

ADJOURNMENT

MOTION TIMMONS/LEWIS TO ADJOURN POLICE AND FIRE COMMISSION MEETING AT 8:55 AM. ALL AYES, ONE ABSENT (STURZL), MOTION CARRIED.

Todd McEldowney, President
Police and Fire Commission

Date Approved

Received By