

Minutes of the Police & Fire Commission meeting held on Monday, December 14, 2015 pursuant to notice duly given.

1. Meeting called to order at 5:00 p.m. by President Lacourciere
2. Roll call: Joe Watt, Jim Lacourciere, Jeff Krueger, Jerry Finn and Sue Anderson.
Also present: Chief Faith, Interim Chief Reed, Capt. Craig Henry, Lt. Josh Bostedt, Mayor Bostedt, Deputy Clerk Carol Stewart as recording secretary and other interested parties.
3. Moved by Anderson seconded by Watt to approve of agenda as presented along with the addendum.
Motion carried upon verbal voice vote. 5 ayes
4. Moved by Watt seconded by Krueger to accept as typed and place on file the 11/9/15 meeting minutes.
Motion carried upon verbal voice vote. 5 ayes
5. Public input on agenda items:
Mayor Bostedt welcomed Jerry Finn, thanked him for serving on the Police and Fire Commission and introduced him to the other members;
At this time Mayor Bostedt commented on the new Building Code Complaint form and questioned if she would be able to fill out the form on a citizen's behalf; The consensus was that this would not be acceptable as the person making the complaint needed to sign and have it notarized; Mayor Bostedt expressed concerns that people would not fill out the form...no fair way for citizens to bring their concerns because of fear of repercussions; Lacourciere stated if that were to happen, they can come to him or other Commission members; Chief Reed stated this will be explained when we get to that agenda item...nobody should fear repercussions by the fire, police or neighbors on something they complain about; The Mayor stated that she knows that a lot of people are not going to bring anything forward and in her mind feels they don't have the protection of us;
Mayor Bostedt stated that she mentioned to some of the commission members that she would have liked to have been a part of the Interim Chief review, but she did not receive anything in regards to that and was wondering if she could still take part; Krueger stated that whoever participated in the evaluations for Chief Faith would for Interim Chief Reed also; The Mayor stated that she was not part of the process for Chief Faith either and believes the Mayor's office should be part of this; Anderson stated that the intent was that it would be "apples to apples" with both reviews of the Chief's to be fair for both in the end; Krueger stated that it was an oversight, there was no slight intended; The Mayor reiterated that she felt the Mayor's office should have been involved in both cases;
6. Correspondence:
Chief Reed read a thank you from Laura Cormier to Andrew Hoppe and the dept. for continued contribution and support of patient advisory council; Reed also reported on a reply from WPS for a thank you that was sent to them for a grant that was awarded to the department...glad they were able to contribute to things their employees (Matt Hoffman) are involved in and give to organizations that make our communities a stronger, safer place to live...impressed how organized and progressive our dept. seems to be considering the size of the city;
Discussion/action/recommendation on the following:

a. Building Code Complaint Form;

Chief Reed stated that without a formal complaint we have no way of contacting people and answering or giving any feedback which generates a problem and causes a lack of respect for the dept. and lack of trust in the dept.; Reed also stated that people will remain anonymous even if someone calls to ask who complained...that information is not given out; Chief Faith asked that "Code Enforcement" be added to the form so it can be used for both departments; Both Chief's feel this form is a necessary step to follow-up on complaints and enforcement of the codes; The forms would be part of a file that both departments could access;

Moved by Watt seconded by Anderson to approve the Building Code Complaint Form with suggested change to include Code Enforcement;

Motion carried upon verbal voice vote.

5 ayes

7. Review/recommendation on Police, Fire and Rescue and Building Inspection Department reports;

Faith went over the Police Dept. report; Faith stated that overtime is high as one officer had been out on sick leave and when was scheduled to return to work, it was found that he was permitted to use any outstanding vacation time, which resulted in rescheduling; Anderson said that it was her understanding that Officer Pusick was going to fill-in so we didn't have all these issues; Faith stated that Pusick would normally work a 2:00 – 10:00 schedule, 40 hours per week if he's not filling in for someone else; Anderson questioned why Rehberg was working on a day that Pusick was scheduled; Faith explained that would have been a day when Pusick had training at NWTC; Faith stated the biggest problem of overtime cause was overlapping shifts/days, which will change as of 1/1/16...as long as nobody is on sick leave, overtime should not be an issue;

Reed went over Fire and Rescue and Building Dept. reports; He stated that there were 3 fires for the month, 13 total for the year, 728 total calls YTD; Reed informed the members that a wall was built to comply with a Police Dept. audit...it was found that the PD needs to be a separate entity...made it a safer environment;

The Building inspection Dept. had 70 hours invested along with 2 hours of overtime for Gregory Group; Reed reported that they are starting to look at landlord owned properties in the city; two major ones are Linda La Fortune's and Joel Portmann's; The code enforcement dept. sent out 14 day notices...waiting to get answers back to see if can go on properties to inspect; Reed reported they had another dept. head meeting to discuss pros and cons as to what we want to do and how we will get things accomplished because there is quite a workload with the building inspection dept.; Will do a monthly report at City Council to keep them informed as to what's happening;

Moved by Krueger seconded by Watt to accept and place on file the Fire and Rescue, Building Inspection and Police Department reports;

Motion carried upon verbal voice vote.

5 ayes

8. Review/Approval on list of accounts payable for Police in the amount of \$6,698.02, Fire and Rescue in the amount of \$3,985.28, and Building Inspection Dept. in the amount of \$288.11.

Moved by Krueger seconded by Watt to approve of the accounts payable.

Motion carried upon verbal voice vote.

5 ayes

9. Addendum Item: OT Accumulation in Police Dept.

Already discussed.

10. President Lacourciere stated the commission my vote to convene into Closed Session pursuant to notice duly given and as allowed by Wis. Stats. 19.85(1) (c) for discussion on personnel matters.

- i. Interim Fire Chief Performance Reviews
- ii. Personnel Matters

Moved by Watt seconded by Anderson to enter into Closed Session at 5:40 p.m.

Motion carried upon verbal roll call vote.

5 ayes

Also present in closed sessions: Chief Faith, Interim Chief Reed, Capt. Henry, Lt. Bostedt and Deputy Clerk Carol Stewart

11. Moved by Watt seconded by Anderson to return to Open Session at 6:48 p.m.

Motion carried upon verbal voice vote.

5 ayes

12. Possible recommendation on personnel matters from Closed Session

Moved by Watt seconded by Krueger to recommend to Council the promotion of John Reed to Fire Chief effective of 01/01/2016.

Motion carried upon verbal voice vote.

5 ayes

Moved by Anderson Seconded by Krueger to approve of POC to fill-in for Police Clerk until her return from FMLA.

Motion carried upon verbal voice vote.

5 ayes

13. Moved by Watt seconded by Anderson to adjourn.

Meeting adjourned at 6:50 p.m.

M/C

Minutes submitted by:
Carol F. Stewart
Deputy Clerk/Treasurer