

Minutes of the Police & Fire Commission meeting held on Monday, July 18, 2016 pursuant to notice duly given.

1. Meeting called to order at 6:00 p.m. by President Young
2. Roll call: Russ Young, Joe Watt Pat Trepanier, Sheri Groll and Sue Anderson.  
Also present: Chief Faith, Chief Reed, Deputy Clerk Carol Stewart as recording secretary and other interested parties.
3. Moved by Trepanier seconded by Watt to approve of agenda as presented.  
Motion carried upon verbal voice vote. 5 ayes
4. Moved by Watt seconded by Young to accept as typed and place on file the 6/13/16 meeting minutes.  
Motion carried upon verbal voice vote. 5 ayes
5. Public input: Mayor Heier reported on Officer Rehberg rescuing a 9-year old who was drowning; he intercepted the call on his way home and jumped in the river to rescue her...went above and beyond. Heier reported he received a phone call from Brent Elliott after the little league tournament and he said it was the quietest it's ever been at the campground and park and the city did a great job running things. Mayor Heier also complimented the Fire dept. for assisting a group that needed rescuing on the river...kudo's to all involved for the good work they do. Commissioner Anderson questioned Chief Faith on a message she received regarding a complaint on Officer Rehberg and believes that the complaint was also brought to Chief Faith; Anderson was wondering if it was being followed-up on; Chief Faith stated that he has had a meeting with the City Attorney Erickson regarding the complaint to make sure everything is done correctly.
6. No Correspondence.
7. Discussion/action/recommendation on the following:
  - a. **Coordinate Training for PFC Member with League of Municipalities;**  
Mayor Heier stated he would like everyone on the Commission along with himself, Sara Perrizo, Lindsey Erickson and both Chiefs to attend a training session...would like all to go through the process so we know what's legal, what we can and cannot do; Commission members agreed this was a great idea; Perrizo will contact the League about scheduling training.
  - b. **Expectations of Police and Fire Chiefs**  
Young stated he asked this to be on the agenda because he would like to see more structure and more open communication...i.e. monthly staff meetings with minutes; Reed explained the Fire Dept. reporting on their monthly meetings and Young stated that is essentially what they are looking for; Faith stated they have established quarterly staff meetings which everyone plans for; Faith stated the former chief used to call meetings on the cuff which would give you very poor planning; Faith said If he is to schedule monthly meetings, would ask to start in January so as not to interfere with scheduled vacations or there may not be full attendance; It was recommended they start monthly meetings and if someone had the day scheduled off, they would be excused; Young stated he believes it is the expectation of the Commission for people to do assigned duties that are given to them, in a timely manner, whether they want to do them or not; Young reiterated how communication needs to be better all the way around.

**c. Police Dept. Job Descriptions**

Faith stated these are basically job descriptions from different entities around the State, mainly Shawano...these are the industry standards...do we want changes or modifications; Young inquired about the step levels of experience required in order to progress in the department; Trepanier questioned if this was in general or Oconto rules; Faith stated this is what has to be decided...these were taken away prior to him and this is something he has been working on for a while; Discussion on what defines "supervisory" experience; Chief Reed stated that in their world, the most senior man on the shift is the supervisor for that shift and should count as supervisory experience; Young stated this is something that needs to be determined; Faith and Young recommended the commissioner members review for any suggestions; Anderson suggested handing these out to the people who hold these positions and edit them as to what they actually do; Young agreed this was a good idea; Chief Reed stated he has his job descriptions done but will hold them for discussion until next month.

**d. Police Dept. Training Requirements**

Faith stated the officers pick what they need for training to meet the minimum 24 hour training requirements or up to 60 hours maximum training per year; Faith explained the process as the officers sit down with Training Officer Rehberg to schedule what they would like and he decides if it is appropriate for either their job description or what they want to do in the future or to benefit the city and the police department; Reed explained their training process...twice a month for both Fire and EMS with both POC and career guys; There is also a daily training of at least one hour each day...last year each firefighter averaged about 120 hours of training; Fire fighters can request specific training which has to be approved...they are required to write a report on what was learned and share with the rest of the department.

**e. Code Enforcements**

Faith reported that a lot of people are involved with code enforcements; He will be going to Algoma to see how they handle their code enforcements, as were the only other police dept. that he could find that does code enforcement...usually done by a building inspector who is separate entity from the police and fire departments; Reed reported that an Ad Hoc Committee has been formed to deal with code enforcements and ordinances that may need to be changed...going to be quite an undertaking.

**f. Possible Purchase of 100' Platform Truck**

Chief Reed explained he received a call about a truck going up for bids; It is a 1994 ladder truck which is also a rescue truck...has a 3-man platform; The current ladder truck cannot even reach two stories home; Reed was told it would probably go for under \$20,000.00 on a bid system; Would like to put a bid in on that but to be approved for \$36,000.00 because there may be other things we need for it...the money is in the capital equipment account.

Moved by Trepanier seconded Young by to approve for Chief Reed to proceed with bidding on 100' Platform Truck in an amount not to exceed \$36,000.00;

Motion carried upon verbal voice vote.

5 ayes

8. The Police, Fire and Rescue and Building Inspection Department reports were reviewed.
9. Moved by Anderson seconded by Groll to approve of the account payables for Police in the amount of \$4,647.70.

Moved by Trepanier seconded by Watt to approve of the account payables for Fire and Rescue in the amount of \$10,738.09.

Moved by Groll seconded by Trepanier to approve of the account payables for the Building Inspection Dept. for \$2,396.55.

Motions carried upon verbal voice vote. 5 ayes

10. President Young 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. Police Chief Complaints
- ii. Hiring of Firefighters to Replace both Career and POC

Moved by Trepanier seconded by Anderson to enter into Closed Session at 7:10 p.m.

Motion carried upon verbal roll call vote. 5 ayes

11. Moved by Young seconded by Groll to return to Open Session at 8:26 p.m.

Motion carried upon verbal voice vote. 5 ayes

**12. Possible recommendation on personnel matters from Closed Session.**

Moved by Groll seconded by Anderson to recommend the hiring of John Floyd as a full-time employee for the fire dept.

Motions carried upon verbal voice vote. 5 ayes

Moved by Groll seconded by Watt to recommend the hiring of Dustin Ridings as a paid-on-call employee for the fire dept.

Motions carried upon verbal voice vote. 5 ayes

Moved by Young seconded by Groll to recommend no charges be filed against Chief Faith based on recommendation by City Atty. Erickson.

Motion carried upon verbal voice vote. 3 ayes 2 nays – Anderson and Trepanier

Trepanier requested it be noted that he would like to convey that our city attorney did not do the job that she was requested to do.

13. Moved by Watts seconded by Trepanier to adjourn.

M/C

Meeting adjourned at 8:30 p.m.

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