

MINUTES
MEETING POLICE & FIRE COMMISSION
BERLIN, WISCONSIN
BERLIN CITY HALL – 2ND FLOOR COUNCIL CHAMBERS
June 01, 2022 -6:30pm

President Curt Olson called the meeting to order at 6:30 pm. Present: Commissioners Dan Johnson, Joanne Guden, Keith Hess, Curt Olson, and Chad Martin. Absent: None. Also present: Acting Chief Brian Pulvermacher, Fire Chief Paugels, Emergency Manager Gary Podoll, Liaison Alderman Kristina Boeck, City Administrator Sara Rutkowski, Berlin Journal: Paul Wiegel. Public appearance: None.

Under approval of minutes, Hess moved to approve the open and closed P&F Commission minutes of May 04, 2022. Guden seconded the motion which carried by voice vote.

Johnson moved to approve the fire department expenses as presented. Martin seconded the motion which carried by voice vote.

Fire Chief Paugels stated that there were 13 fire calls last month. One of the bigger fires was with an assist to Princeton with a house fire. Maintenance issues, the aerial truck has gone to worst case scenario. With that we will need to see how much that will end up being. All engines have passed their pump tests. The software that is needed for the department is going away and a new program is needed. The new program will allow for better access and shouldn't cost more than what is budgeted for currently. Upcoming events: Currently just the one appearance for the farmers market in June.

Guden moved to approve the Police Department expenses as presented. Hess seconded the motion which carried by voice vote.

Acting Chief Pulvermacher stated that the chart provided to the commission shows last month's calls. The chart shows that there were 91 traffic stops, 7 OWI/Drug OWI arrest, 15 welfare checks, and 12 property damage crashes. With warmer weather people tend to come out more which may cause more issues with crashes. Martin asked if the police department was involved with the school threat. Pulvermacher stated yes it was our investigations that lead into ultimately calling social services to determine course of action for the juvenile. Olson asked if anyone from the department has been to any of the task force meetings. Pulvermacher stated that with all of the current projects that the previous Chief had in place it has not been addressed yet but will be soon.

Under police activity updates, Acting Chief Pulvermacher explained there seems to be an increase in Access reports concerning possible child abuse. With those types of cases more man hours are put to them thus reducing how many traffic enforcement stops. For training: two officers have completed an eight hour course in pursuit intervention. One officer has completed a 16 hour online course for conducting background investigations. The entire department has completed the tactical rifle skills training with Green Lake Co. There are two additional trainings coming up for the month of June for some officers to attend. Officer Schmidt has completed his FTO and is now on solo patrol. School will be finishing up this week and Officer Bennett will return to patrol on Monday. Two interviews had taken place for the vacant officer's positions we have. The hope is to have the backgrounds completed in June. With those two open positions the only other open position is the Chief.

Under Bylaws, City Administrator Rutkowski explained the outline of the drafted version for the Bylaws. Each section is taken from either the state statute or the city municipal code. Each of the articles is to act as a guide for the Commission to follow. With this draft we can expand on any section you choose. Hess asked what does staggered mean within section three in Article two. Rutkowski stated that it simply meant that each officer's term is staggered but it already states that so this is just extra wording and can be taken out. Hess stated that yes it should be taken out. Martin asked if all Commissioners have a residency and if other Commissions like ours have a residency requirement. Rutkowski stated yes it is required by law and City ordinance to be a resident in order to serve on the Commission. In Article three Johnson asked if a Commissioners could be removed and by who. Rutkowski stated only members of the Police and Fire Commission can remove any one member, the Counsel cannot remove a member without just cause. In Article four Martin asked if section six could be elaborated more as it is very vague. The section appears to be too broad and would like it to be more understanding on where the Commission can act and how. Rutkowski explained that the Chief's position is set by the Commission and they can determine what happens there. Guden also stated that the language is very vague. Rutkowski explained that the wording can be changed but she would need to know what is wanted and how to word it for it to be placed within the Bylaws. It is up to the Commission as a whole to determine what should be in the Bylaws but you do not want to restrict yourselves too much. The Bylaws can also be amended at any point. Guden stated it may be better to amend down the road as we go so we do not get stuck. With Article five this was taken from the City Code and is a good safety net for the Commission. Rutkowski explained there can be add-ons for such things as guidance for hire, and disciplinary process for the department. Olson asked if the disciplinary and grievance actions are within the union contract for the officers. Rutkowski explained that there are sections within the union contract that do have this already in place and it would then fall to that. Olson stated that the Bylaws being laid out as is are okay but is not sure how much they want to box themselves in by adjusting too much. Guden stated that her opinion would be to leave it more open. Rutkowski stated that the Bylaws could be left more open and as a situation comes up then it could be amended to fit the Commission and City of Berlin. The Commission would need to make their decisions on each section and vote on what should be within them. Olson stated that they would like more time to look over and vote later. Rutkowski stated that this can be presented next month with any changes that may be asked to her either via phone or email.

Under Police Department Contract for sponsoring recruits and Updated Job Descriptions Olson stated these items will be moved to a future meeting as Pulvermacher did not get a chance to go over them and be able to present at this time.

Under old business: None.

Under new business: None.

Public appearances: None.

At 7:10pm Guden moved to convene into closed session pursuant to Wis. Stat §19.85(1)(d) 19.85(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises (*Discussion of employee exit interviews*) Johnson seconded the motion. A roll call vote resulted in five (5) ayes, zero (0) nays, and zero (0) absent. Motion carried.

At 7:10pm Guden moved to seat Sara Rutkowski, Acting Chief Pulvermacher, and Kristina Boeck. Hess seconded the motion. A roll call vote resulted in five ayes, zero nays and zero absent. Motion carried.

Discussion continued in closed session.

At 7:34pm, Martin made a motion to move into open session, with a second by Guden. Motion carried via voice vote.

At 7:34pm, Martin made a motion to adjourn, with a second by Johnson. Motion carried via voice vote.

*Submitted by Stephanie Skivers
Administrative Assistant*

Next scheduled meeting will be Wednesday, July 06, 2022 at 6:30 pm at the Berlin City Hall