

**MINUTES**  
**MEETING POLICE & FIRE COMMISSION**  
**BERLIN, WISCONSIN**  
**BERLIN CITY HALL – 2<sup>ND</sup> FLOOR COUNCIL CHAMBERS**  
**December 07, 2022 -6:30pm**

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

Under approval of minutes, Hess moved to approve the open and closed P&F Commission minutes of November 02, 2022. Johnson seconded the motion which carried by voice vote.

Hess 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 only 3 calls last month. The biggest of those calls was an assist with an apartment fire in Green Lake. Maintenance issues truck 64 has an antifreeze leak. There will be a new valve to be put on soon. The jaws are becoming harder to service. Eventually there will no longer be parts available to fix it and we will need a new one. With the money we can get from the state we are looking to purchase a new electric jaws. Upcoming events: The Christmas parade was last month and went well. The next event is Shop with a Hometown Hero on Saturday.

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

Chief Pulvermacher stated that the chart provided to the commission shows last month's calls. The chart shows that there were 107 traffic stops, 6 drug investigations, 13 welfare checks, and 5 property damage crashes. Overtime hours continued to be higher this month due to vacation, illnesses, and training. We will still fall within our budget but it does affect the outcome of how many traffic stops are being done.

Under police activity updates, Chief Pulvermacher explained that the department along with Green Lake County Tactical Unit executed a warrant within the City of Berlin and from that search warrant multiple drugs were found in a home. The two individuals are now facing charges with the District Attorney's office. Officer Wiesmueller has resigned ultimately stating he did not feel police work was right for him. We are now down one officer and the Assistant Chief position. The ordinance fee schedule was updated from its last revision two years ago. Some changes were made to reflect along with other cities near by so we are looking uniform with how much it may cost to partake in an offense here. That ordinance fee schedule was presented to Committee of the Whole and will now go in front of Common Council for approval. The holiday parade was last month and it went off without any issues. We had great cooperation from the Fire department and the Sheriff's department. All staff are attending a county-wide active shooter training at the High school tonight. One officer is currently in interview and interrogation training. Another staff member has finished a three-week long course for Defense and Arrest Tactics Instructor. One officer is currently on light duty due to an illness but should be back within the next couple of weeks. An upcoming event is this Saturday which is the Shop with a

hometown Hero. We are looking to have about 20 law enforcement or emergency personnel there to help with that but still need some help with wrapping.

Under Police Department Hatch Act policy update, Chief Pulvermacher explained there were no changes to the model policy.

Under Police Department Blood Borne Pathogens policy update, Chief Pulvermacher explained there were minimal changes to this policy. Martin asked that a change be made to the verbiage of “shall not” to “may not”. This would give the officer the choice to or not to.

Under Police Department Confined Space policy update, Chief Pulvermacher explained there were no changes.

Under Police Department School Resource Officer policy update, Chief Pulvermacher explained that there were minimal changes to be specific for the school district and the police department.

Under Police Department Lockout Tagout policy update, Chief Pulvermacher explained there no changes.

Under Police Department Americans with Disabilities policy update, Chief Pulvermacher explained there were very little changes mostly just title changes to fit the department.

Under Police Department Limited English Proficiency policy update, Chief Pulvermacher explained there were little changes to this policy. It reflected mostly the fact that we utilize the Spanish teachers within the school district verse a professional interpreter.

Under Police Department Service Animals policy update, Chief Pulvermacher explained there were no changes.

Under Police Department Hearing Impaired Disabled Communications policy update, Chief Pulvermacher explained there were very minor changes. Johnson asked how it would work if someone was unable to speak and there are no sign language interpreters. Chief explained that there are two laptops at the Sheriff’s office that are designed for sign language. We would have to utilize that equipment if the person is unable to communicate in any other way. Knoke motioned to approve all nine policies as presented. Hess seconded the motion which carried by voice vote. Chief asked if moving forward now that all of the policy and procedures are done besides one if the Commission would like to see any and all changes that are made to a policy or only bring forth a policy that has a major change. Guden and Martin both stated that they would be okay with the Chief only bringing forward policies that have major changes and trust that minor changes are not needed to be looked at by the Commission.

Under old business: None.

Under new business: February meeting possibly to be held at Fire station, Discussion.

Public appearances: None.

At 7:10pm Hess 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 (*I Update/discuss on staff and field training*) Johnson seconded the motion. A roll call vote resulted in four (5) ayes, zero (0) nays, and zero (0) absent. Motion carried.

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

Discussion continued in closed session.

Johnson made the motion to convene into open session at pm, with a second by Knoke . Motion carried via voice vote.

Hess made the motion at pm to adjourn the meeting, with a second by Johnson. Motion carried via voice vote.

*Submitted by Stephanie Skivers  
Administrative Assistant*

Next scheduled meeting will be Wednesday, Jan 04, 2023 at 6:30 pm at the Berlin City Hall