

POLICE AND FIRE COMMISSION MEETING AGENDA  
WEDNESDAY, MAY 01, 2024 7:00 PM  
108 N CAPRON ST-2<sup>ND</sup> FLOOR COUNCIL CHAMBERS-BERLIN, WI  
MEETING IS OPEN TO THE PUBLIC & CITY HALL IS HANDICAPPED ACCESSIBLE  
<https://us02web.zoom.us/j/86336829511>  
Meeting ID: 863 3682 9511 Passcode: berlin  
+1 312 626 6799 US TOLL-FREE

1. Call to order/roll call
2. Seat Virtual Attendees (if necessary)
3. General Public Comments.
4. Election of Officers: President, Vice-President and Secretary
5. Approval of open and closed April 03, 2024 Minutes RECOMMENDATION: Approve the April 03, 2024 Police and Fire Commission open and closed minutes.
6. Fire Department Expenses. RECOMMENDATION: Approve the April 2024 Fire Department expenses as presented.
7. Fire Department Reporting and Updates.
  - Discussion on Fire Department Fire Calls
  - Discussion on Maintenance Issues with Fire Department Equipment
  - Discussion on past month and upcoming month activities
  - Discussion of Fire Department Truck Committee
8. Police Department Expenses. RECOMMENDATION: Approve the April 2024 Police Department expenses as presented.
9. Police Department Reporting and Updates
  - Discussion on Police Department Calls
  - Discussion on past month and upcoming month activities
  - Discussion on patrol hire update
10. Police Department Body Worn Cameras. RECOMMENDATION: Discussion on body worn cameras, action as appropriate.
11. Police Department Lock out. RECOMMENDATION: Discussion on lock out for vehicles, action as appropriate.
12. Old Business (To be used to request items of old business be put on a future agenda for further discussion or action; or used to make a motion for reconsideration of an item from the current meeting or immediately previous meeting; or to make a motion to take items off the table which were laid on the table only during the current meeting.)

13. New Business (To be used to request items of new business be put on a future agenda)
14. Adjourn

Next regularly scheduled meeting is Wednesday, June 05, 2024 at 7:00 PM

*In adherence to the City of Berlin Police Department Public Meeting Participation Policy, public participation will be allowed under the Public Appearance agenda item at the discretion of the presiding officer. Attendees must register their intention to participate on either a general comments section or a specific agenda item prior to the meeting by filling out a Registration Card, which can be obtained from the Berlin Police Department (during normal business hours), Internet ([www.cityofberlin.net](http://www.cityofberlin.net)) (City Department / Police), City Clerk's office or in the City Hall Council Chambers at the podium. Registration Cards should be turned in prior to the meeting at the Berlin Police Department or to a Police & Fire Commission member.*

**MINUTES**  
**MEETING POLICE & FIRE COMMISSION**  
**BERLIN, WISCONSIN**  
**BERLIN CITY HALL – 2<sup>ND</sup> FLOOR COUNCIL CHAMBERS**  
**April 03, 2024 -7:00pm**

President Joanne Guden called the meeting to order at 7:00 pm. Present: Commissioners Joanne Guden, Denise Krentz, Ron Ross, and Keith Hess. Seated virtually: None. Absent: Gary Knoke. Also present: Police Chief Brian Pulvermacher, Assistant Police Chief Noah Knetzger, Fire Chief Paugels, Emergency Manager Gary Podoll, and Berlin Journal: Paul Wiegel. Public appearance: None.

Under General Public Comments, Guden stated the next two months of meetings will be held at 7pm.

Under approval of minutes, Hess moved to approve the open P&F Commission minutes of March 06, 2024. Krentz seconded the motion which carried by voice vote.

Under Napa Auto Parts alarm permit, Krentz moved to approve the alarm for the business. Hess seconded the motion which carried by voice vote.

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

Fire Department annual report was presented by Chief Paugels, he explained there were 14 calls for last month. There were two structure fires in one week. The department has 40 calls already this year. Maintenance issues, red power has received the parts that were backordered. Upcoming events, last month we had a parade for the youth wrestler who made it to state. Truck committee is also meeting tonight to go over the written spec. After they review the spec, it can go out for bids. Krentz asked who get bids? Podoll stated the townships will talk about the spec. The truck committee will come in front of police and fire to go over the spec. After that it will go into advertising and sent out to companies for their bids. We hope to have the bid out by mid-summer. Krentz asked how the UTV fundraiser is going. Paugels stated they received one sizable donation at \$2000. At this time the estimated total is \$20,000. Podoll stated they are looking into a grant that could give \$1000. There will also be trade-ins to help off set the cost.

Hess moved to approve the Police Department expenses as presented. Ross 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 290 traffic stops, 8 drug investigations, 8 welfare checks, 1 emergency detentions, and 6 property damage crashes. The chart indicates, the enthusiasm of the two new hires for traffic stops. Additionally, the emergency detentions have fallen to normal levels.

Under police activity updates, Chief Pulvermacher explained Zacharias and Fox are doing very well on solo patrol. We still have two open patrol positions and we started a background check for one candidate but that has since stopped as he withdrew from our recruitment. One staff member finished evidence-based interview training. Two staff members will be in rescue and tactics for patrol training. One staff member will be attending firearms instructor training. We

have had our third county wide defense and arrest tactics training and have firearms and emergency vehicle operation training this month. One staff member is currently on FMLA following a medical procedure and is scheduled to be back by May. We are still in research phase of body worn cameras. Assistant Chief Knetzger and Sargent Strahan are spearheading the effort to collect information and evaluate the benefit.

Under Police Department Chief's survey and Body Worn Cameras, Pulvermacher explained after his annual WI Chief's meeting there was a survey put out. This survey covers dozens of items including demographics, size of budgets, and rate of pay. Those who reply are provided a copy of the results. The whole survey is 238 pages long with responses from 241 agencies. I selected 25 departments that were comparable to Berlin in either population, budget, or number of sworn officers. Some of the results are difficult to compare as the police unions work different hours per year based on their contracts. Some Chiefs replied with officer salary on an annual basis and others with their hourly wage. There were a few items that stood out the most which is wage that will be discussed in closed session and body worn cameras. We are one of three departments that I have selected that do not currently have body worn cameras. I asked the staff how important the cameras are to them personally. Overall, the ranking was widely varied. If I averaged them, we sit at 5.3 out of 10 leaning more toward having them. We are currently researching prices for both initial purchase and form of ongoing digital evidence storage. An annual expense will be something to keep in mind as there may be repairs, replacement and digital storage options. I expect there to be a 50/50 cost share grant coming up before the end of the year. If awarded the department would only have to come up with half the cost but that would not include the ongoing expenses. If we choose not to do anything and continue as is there may be a time in the future where we are told we must have them as we would be one of few who don't. At that time there may not be a cost share grant. Krentz asked who runs the grants? Chief stated the DOJ- Department of Justice. Guden stated this topic should be kept on the agenda so we are current with what is going on and are able to make a decision on body worn cameras.

Under old business: Body worn camera discussion.

Under new business: Election of Officers. Discussion on lockouts.

Public appearances: None.

At 7:28pm Ross 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 (*Police Chief Survey Wage Discussion*) Hess seconded the motion. A roll call vote resulted in four (4) ayes, zero (0) nays, and one (1) absent. Motion carried.

Hess moved to seat Chief Pulvermacher. Ross seconded the motion which carried by voice vote.

Discussion continued in closed session.

At 8:15pm Krentz made a motion to convene into open session, with a second by Ross. Motion carried by voice vote.

Guden adjourned the meeting at 8:17pm.

*Submitted by Stephanie Skivers  
Administrative Assistant*

Next scheduled meeting will be Wednesday, May 01, 2024 at 7:00 pm at the Berlin City Hall



**BERLIN FIRE DEPARTMENT**  
226 Spring St.  
Berlin, WI 54923



**BERLIN FIRE DEPARTMENT ACCOUNTS PAYABLE MAY 2024**

<u>ACCOUNT #</u>	<u>VENDOR</u>	<u>ITEM</u>	<u>AMOUNT</u>
210	Fire Inspections Services Inc.	Monthly payment of fire Inspections contract 2024	1,586.25
330	Sawdust Fire Expo	2 Fire Fighters Attending	207.90
330	Eagle Engraving	2 Service Pins	31.93
345	Doug Dewhurst	Engine 66 Seatbelt Extenders	52.73
380	Darley	1 3/4" hose 4 links	1,323.00

**BERLIN FIRE DEPARTMENT  
2024 BUDGET EXPENDITURES**

DATE: April 22, 2024

FIRE DEPARTMENT ACCOUNT #: 52200

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>	<u>EXP.</u>	<u>BALANCE</u>
110	Salaries	49,846.00	00,000.00	49,846.00
115	Meeting Pay	21,600.00	00,000.00	21,600.00
118	Fire Fighter Pay	40,886.00	9,736.74	31,149.26
127	Weekend Officer Pay	3,120.00	0,000.00	3,120.00
210	Inspection Service	16,560.00	6,345.00	10,215.00
290	Contracts	3,425.00	0,000.00	3,425.00
310	Office Supplies	250.00	00.00	250.00
320	Publications	150.00	000.00	150.00
321	Dues	1,100.00	50.00	1,050.00
330	Conference & Training	4,000.00	335.84	3,664.16
340	Operating Supplies	6,350.00	289.65	6,060.35
345	Maintenance & Fuel	17,000.00	1,475.67	15,524.33
380	Equipment	15,200.00	6,084.15	9,115.85
390	Miscellaneous	1,925.00	000.00	1,925.00
819	Grant Match	6,000.00	0,000.00	6,000.00

City of Berlin Fire Department

Volunteer Payroll Report (Summary)

Date Between {01/01/2024} And {04/18/2024}

Staff Id	Alt Id	Name	Total
0944		Bending, Brian	\$98.50
0954		Bending, Tim	\$275.90
0925		Boeck, Kyle	\$532.10
0905		Brooks, Bill	\$512.40
1188		Cassidy, Jordan	\$413.90
0909		Dewhurst, Douglas	\$413.90
0900		Dollevoet, Aaron	\$453.30
0934		Elendt, Jared	\$847.50
0992		Gehrke, Ronald	\$236.50
0957		Hahn, Chad	\$315.30
0902		Hahn, Troy	\$295.60
0918		Herandez, Jason	\$315.30
0209		Hilgart, Aaron	\$177.30
0998		Johansen, Joel	\$394.20
0933		Knoke, Zach	\$256.20
0911		Paugels, Robert	\$1,084.00
0660		Podoll, Gary V	\$867.20
0929		Radke, Mike	\$886.90
0914		Schrader, John	\$512.40
0921		Walker, Matthew	\$788.40
0926		Wallner, Andrew	\$59.10
			<u>\$9,736.70</u>



City of Berlin Fire Department

Incident List by Incident Number

Incident Number Between "24-000001" And  
"24-000042"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
24-000001-000	01/05/2024	16:31:00	121 Spring Street	746 Carbon monoxide detector act
24-000002-000	01/06/2024	18:38:00	347 E Huron ST	744 Detector activation, no fire
24-000003-000	01/08/2024	20:08:00	499 N Wisconsin ST	746 Carbon monoxide detector act
24-000004-000	01/08/2024	20:35:00	N260 36th RD	746 Carbon monoxide detector act
24-000005-000	01/10/2024	10:57:00	225 Memorial DR	353 Removal of victim(s) from st
24-000006-000	01/12/2024	07:04:00	480 Hillside Drive	531 Smoke or odor removal
24-000007-000	01/14/2024	10:56:00	258 S Washington Street	746 Carbon monoxide detector act
24-000008-000	01/14/2024	15:15:00	County F	611 Dispatched & cancelled en ro
24-000009-000	01/15/2024	08:01:00	347 E Huron ST	741 Sprinkler activation, no fir
24-000010-000	01/17/2024	15:30:00	702 Broadway ST	746 Carbon monoxide detector act
24-000011-000	01/23/2024	09:09:00	N1261 Cty X	746 Carbon monoxide detector act
24-000012-000	02/04/2024	20:45:00	153 W Moore ST	441 Heat from short circuit (wir
24-000013-000	02/05/2024	05:55:00	S Wisconsin ST	412 Gas leak (natural gas or LPG
24-000014-000	02/06/2024	14:23:00	Puchyan RD	131 Passenger vehicle fire
24-000015-000	02/14/2024	08:59:00	N Wisconsin ST	424 Carbon monoxide incident
24-000016-000	02/15/2024	05:59:00	NW Cumberland	444 Power line down
24-000017-000	02/17/2024	08:02:00	Hwy 21	611 Dispatched & cancelled en ro
24-000018-000	02/20/2024	09:20:00	River Rd	551 Assist police or other gover
24-000019-000	02/23/2024	18:08:00	Cty F	611 Dispatched & cancelled en ro
24-000020-000	02/25/2024	11:55:00	W704 Riverdale DR	142 Brush or brush-and-grass mix
24-000021-000	02/27/2024	13:21:00	Cty X	142 Brush or brush-and-grass mix
24-000022-000	02/27/2024	14:41:00	W894 Klondike Road	746 Carbon monoxide detector act
24-000023-000	02/28/2024	21:31:00	113 E Huron ST /A	100 Fire, Other
24-000024-000	02/29/2024	10:25:00	295 Broadway ST	100 Fire, Other
24-000025-000	03/02/2024	17:41:00	Hwy 49 N	311 Medical assist, assist EMS c
24-000026-000	03/04/2024	10:14:00	225 Memorial DR	745 Alarm system activation, no
24-000027-000	03/06/2024	11:17:00	W2981 Big Island Road	611 Dispatched & cancelled en ro
24-000028-000	03/06/2024	18:47:00	34th Ave	631 Authorized controlled burnin
24-000029-000	03/07/2024	09:55:00	218 W Berlin Street	111 Building fire
24-000030-000	03/07/2024	16:29:00	177 Water ST	611 Dispatched & cancelled en ro
24-000031-000	03/08/2024	09:29:00	247 Mound Street	531 Smoke or odor removal
24-000032-000	03/12/2024	16:32:00	N1260 Cty XX	111 Building fire
24-000033-000	03/18/2024	17:55:00	Commercial Street	131 Passenger vehicle fire
24-000034-000	03/19/2024	14:10:00	Mound Street	551 Assist police or other gover
24-000035-000	03/21/2024	07:43:00	Highway 91	622 No Incident found on arrival
24-000036-000	03/23/2024	04:04:00	781 Seward Street	746 Carbon monoxide detector act
24-000037-000	03/24/2024	14:54:00	36th RD	311 Medical assist, assist EMS c
24-000038-000	03/30/2024	10:05:00	Cty M	311 Medical assist, assist EMS c
24-000039-000	04/01/2024	10:59:00	N8566 Hwy 49 S	611 Dispatched & cancelled en ro
24-000040-000	04/01/2024	21:55:00	427 Sacramento Street	746 Carbon monoxide detector act
24-000041-000	04/09/2024	11:17:00	609 Broadway ST	745 Alarm system activation, no
24-000042-000	04/11/2024	10:52:00	N Wisconsin ST	611 Dispatched & cancelled en ro

Total Incident Count 42

Vertical text and artifacts along the right edge of the page, including a page number '42' at the top right.

## Gary Podoll

---

**From:** Mike Radke <mikesbikeshop117@gmail.com>  
**Sent:** Friday, April 19, 2024 2:38 PM  
**To:** Gary Podoll  
**Subject:** Re: Committee Report to Police and Fire Commission

We have had a number of meetings to ensure that the spec for the new truck will meet the present and future needs of the Berlin Fire Department. I expect to have documentation shortly to send it on to the next phase.

On 4/18/2024 12:58 PM, Gary Podoll wrote:

Mike,

Friday, I will need an email from you to put in the Police and Fire Commission May packet, on your monthly committee report to the commission.

Gary





## POLICE AND FIRE COMMISSION MEETING

05/01/2024

### BERLIN POLICE DEPARTMENT ACTIVITY EXTRACT

March 23, 2024 to April 23, 2024

216	Traffic Stops
4	OWI / Drug OWI arrest
7	Property Damage crash
0	Personal Injury crash
2	Drug Investigation (2 MJ, 0 MJ + other, 0 other)
4	Theft Investigation
3	Domestic Abuse Investigation
3	Emergency Detention (1 detentions, 2 diversion)
10	Check Welfare

#### Significant incidents:

Traffic enforcement is lower than last month although continues to remain higher than average. Many of the remaining categories are much closer to typical, although drug investigation numbers are lower. We have two open positions, one staff member on light duty following a medical procedure and we accomplished various training in this time period. Therefore, staffing levels likely influenced discretionary time.

