

POLICE AND FIRE COMMISSION MEETING AGENDA  
WEDNESDAY, JUNE 05, 2024 6:30 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. Approval of open May 01, 2024 Minutes RECOMMENDATION: Approve the May 01 2024 Police and Fire Commission open minutes.
5. Fire Department addition of Colton Darnick. RECOMMENDATION: Approve the new member of Colton Darnick.
6. Alarm Permit Personal Property Andrew Disterhaft. RECOMMENDATION: Approve the alarm permit for Andrew Disterhaft.
7. Fire Department Expenses. RECOMMENDATION: Approve the May 2024 Fire Department expenses as presented.
8. 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
9. Police Department Expenses. RECOMMENDATION: Approve the May 2024 Police Department expenses as presented.
10. Police Department Reporting and Updates
  - Discussion on Police Department Calls
  - Discussion on past month and upcoming month activities
  - Discussion on patrol hire update
11. Police Department Body Worn Cameras. RECOMMENDATION: Discussion on body worn cameras, 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. Motion to convene into closed session pursuant to Wis. Stat. Sec 19.85(1)(c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (*Wage Discussion*)
15. Motion to convene into open session and take any appropriate action necessary as a result of closed session discussions.
16. Adjourn

Next regularly scheduled meeting is Wednesday, July 10, 2024 at 6:30 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**  
**May 01, 2024 -7:00pm**

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

Under General Public Comments, Guden welcomed new liaison Stobbe to the commission. Next month's meeting will be back to normal time of 6:30pm.

Under Nominations for President, Vice President, and Secretary, Hess nominated with motion to elect Guden for President. Krentz seconded the motion which carried by voice vote. Guden nominated with motion to elect Krentz for Vice President. Hess seconded the motion which carried by voice vote. Guden nominated with motion to elect Hess for Secretary. Krentz seconded the motion which carried by voice vote.

Under approval of minutes, Hess moved to approve the open and closed P&F Commission minutes of April 03, 2024. Ross seconded the motion which carried by voice vote.

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

Under Fire Department reporting and updates Chief Paugels explained there were 7 calls for last month. The biggest call last month was the marsh fire which lasted 7 hours. That marsh call really lets you see that the UTV we are looking to attain is necessary. Most times the UTVs are the only way into fires like those. Maintenance issues, there are none. Upcoming events, will be the Memorial Day parade. We will also at some point be selling off our old equipment. That money will go toward the UTV purchase. Truck committee has nearly completed the spec. At this time, they are crossing the T's and dotting the I's. After they complete this it will go to the Towns for presentation and then come to the Commission. With the approval for the Bid from last year nothing will be needed from the Commission it will just be a short presentation on what they are looking for.

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 216 traffic stops, 2 drug investigations, 10 welfare checks, 3 emergency detentions, and 7 property damage crashes. The chart indicates, this month's traffic stops are a closer to average. We have two positions open and one staff member was on medical leave. With the shorter staffing levels, it impacts the discretionary time for officers to get out and enforce more.

Under Police reporting and updates, Chief Pulvermacher explained two staff members have completed rescue tactics for patrol training. One staff member completed firearms instructor training. One staff member completed a firearms training and annual emergency vehicle operation training. Another staff member is scheduled to attend field training officer course in June. We still have two positions open within the department. So far, we have only gained one application with interview to come. One staff member who was out on medical leave was cleared to return to duty as of this week.

Under Police Department Body Worn Cameras, Assistant Chief Knetzger explained two web demonstrations have happened thus far. In the demonstrations the company will go through what they offer and show you what types of futures the body cams can do. We have received both quotes back from those companies. One company quoted \$30,000 to \$90,000 over a five-year contract. The other company quoted \$74,000 over a five-year contract. It would seem that a five-year contract is the norm for this type of system. The DOJ has not yet released the grant for this quarter. The anticipated time frame is now until the end of June. We will continue to look into other companies. Krenz asked if the grant is a standard grant or a dependent one. Knetzger stated the grant is usually one that will depend on the city and how much they can also give for money. Usually that would mean a 50-50 share.

Under Police Department Vehicle Lockouts, Chief Pulvermacher stated the department currently does vehicle lockouts meaning if the owner has locked their keys in the car we will come out and unlock their vehicle for them as a courtesy. There are some issues with this such as unintentional damage to the vehicle or even non-verification of specific car. This could be from dispatch or if a kid took the parents car without permission. To give an understanding of how many lockouts we do in 2021 there were 149 calls, in 2022 there were 129 calls, in 2023 there were 117 calls and thus far in 2024 there were 29 calls. So far this year six of those calls were at the person's home, seven had at least one unlock previously, and in some cases the same people continue to call for an unlock. At this time more than 50% of the time we are unlocking a vehicle for the same person or they are at their own home with "no extra key". We have looked into what other departments do for unlocks and have learned that some will charge money for this service. That could range anywhere between \$20-50 dollars an unlock. On the opposing side of this it would create more issues than perhaps solve. That being having to create invoices for the unlocks as well as postage and actual payment of them. We wouldn't want our officers to take cash on scene for the unlock as the perception of doing so could look wrong. I would propose to the Commission that we only do emergency unlock for vehicles. This would mean that in the event a person or animal is in the locked vehicle that we would come out and unlock that car. If there is no emergency then they can call a locksmith or tow company to get inside their vehicle. Guden stated that it would seem the calls have increased throughout the years. Chief stated that most of the individuals calling could be taking advantage of the free service. Krenz asked how much time does it take away from the officers for one call. Chief stated that it depends on the vehicle, it could take as little as five minutes to a half hour. Guden asked if the department would then gain the money if we charged. Chief stated no the department would not gain money from the service it would all go to the City in general funds. Ross stated that it is a nice service to have from the police department. That the citizens get to have a good interaction with them but I can see the issues also and when is it too much. Krenz asked if there was a list already available for people to call for locksmiths in the area. Chief stated he did not have a list but can get one to put out for people to know who to call. Guden agreed that emergency only may be the way to go. Chief stated that with the approval of the Commission he will compile a list of locksmiths and other companies that will unlock a vehicle and get that published. The department then can switch to emergency only lockouts as of June 1<sup>st</sup> 2024. Knoke motioned to go to emergency only lockouts starting June 1<sup>st</sup> 2024. Hess seconded the motion which carried by voice vote.

Under old business: Body worn camera discussion and Chief Survey discussion.

Under new business: None.

Public appearances: None.

Guden adjourned the meeting at 7:30pm.

*Submitted by Stephanie Skivers  
Administrative Assistant*

Next scheduled meeting will be Wednesday, June 05, 2024 at 6:30 pm at the Berlin City Hall



# BERLIN FIRE DEPARTMENT

226 Spring St.  
Berlin, WI 54923



## BERLIN FIRE DEPARTMENT ACCOUNTS PAYABLE JUNE 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
345	Red Power	Engine 69 PM, Pump Test, Repairs	7,750.04

**BERLIN FIRE DEPARTMENT  
2024 BUDGET EXPENDITURES**

DATE: May 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	14,013.83	26,872.17
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	9,225.71	7,774.29
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 {04/01/2024} And {05/22/2024}

Staff Id	Alt Id	Name	Total
0944		Bending, Brian	\$275.96
0925		Boeck, Kyle	\$354.78
0905		Brooks, Bill	\$394.20
1188		Cassidy, Jordan	\$98.58
0909		Dewhurst, Douglas	\$256.23
0900		Dollevoet, Aaron	\$315.36
0934		Elendt, Jared	\$295.68
0957		Hahn, Chad	\$335.07
0902		Hahn, Troy	\$275.96
0918		Herandez, Jason	\$39.42
0209		Hilgart, Aaron	\$177.39
0998		Johansen, Joel	\$59.11
0933		Knoke, Zach	\$39.42
0936		Paramo, Kevin	\$19.71
0911		Paugels, Robert	\$453.31
0660		Podoll, Gary V	\$433.62
0929		Radke, Mike	\$433.62
0914		Schrader, John	\$59.11
0921		Walker, Matthew	\$315.36
			\$4,631.81



City of Berlin Fire Department

Incident List by Incident Number

Incident Number Between "24-0000001" And  
"24-0000053"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
24-0000001-000	01/05/2024	16:31:00	121 Spring Street	746 Carbon monoxide detector act
24-0000002-000	01/06/2024	18:38:00	347 E Huron ST	744 Detector activation, no fire
24-0000003-000	01/08/2024	20:08:00	499 N Wisconsin ST	746 Carbon monoxide detector act
24-0000004-000	01/08/2024	20:35:00	N260 36th RD	746 Carbon monoxide detector act
24-0000005-000	01/10/2024	10:57:00	225 Memorial DR	353 Removal of victim(s) from st
24-0000006-000	01/12/2024	07:04:00	480 Hillside Drive	531 Smoke or odor removal
24-0000007-000	01/14/2024	10:56:00	258 S Washington Street	746 Carbon monoxide detector act
24-0000008-000	01/14/2024	15:15:00	County F	611 Dispatched & cancelled en ro
24-0000009-000	01/15/2024	08:01:00	347 E Huron ST	741 Sprinkler activation, no fir
24-0000010-000	01/17/2024	15:30:00	702 Broadway ST	746 Carbon monoxide detector act
24-0000011-000	01/23/2024	09:09:00	N1261 Cty X	746 Carbon monoxide detector act
24-0000012-000	02/04/2024	20:45:00	153 W Moore ST	441 Heat from short circuit (wir
24-0000013-000	02/05/2024	05:55:00	S Wisconsin ST	412 Gas leak (natural gas or LPG
24-0000014-000	02/06/2024	14:23:00	Puchyan RD	131 Passenger vehicle fire
24-0000015-000	02/14/2024	08:59:00	N Wisconsin ST	424 Carbon monoxide incident
24-0000016-000	02/15/2024	05:59:00	NW Cumberland	444 Power line down
24-0000017-000	02/17/2024	08:02:00	Hwy 21	611 Dispatched & cancelled en ro
24-0000018-000	02/20/2024	09:20:00	River Rd	551 Assist police or other gover
24-0000019-000	02/23/2024	18:08:00	Cty F	611 Dispatched & cancelled en ro
24-0000020-000	02/25/2024	11:55:00	W704 Riverdale DR	142 Brush or brush-and-grass mix
24-0000021-000	02/27/2024	13:21:00	Cty X	142 Brush or brush-and-grass mix
24-0000022-000	02/27/2024	14:41:00	W894 Klondike Road	746 Carbon monoxide detector act
24-0000023-000	02/28/2024	21:31:00	113 E Huron ST /A	100 Fire, Other
24-0000024-000	02/29/2024	10:25:00	295 Broadway ST	100 Fire, Other
24-0000025-000	03/02/2024	17:41:00	Hwy 49 N	311 Medical assist, assist EMS c
24-0000026-000	03/04/2024	10:14:00	225 Memorial DR	745 Alarm system activation, no
24-0000027-000	03/06/2024	11:17:00	W2981 Big Island Road	611 Dispatched & cancelled en ro
24-0000028-000	03/06/2024	18:47:00	34th Ave	631 Authorized controlled burnin
24-0000029-000	03/07/2024	09:55:00	218 W Berlin Street	111 Building fire
24-0000030-000	03/07/2024	16:29:00	177 Water ST	611 Dispatched & cancelled en ro
24-0000031-000	03/08/2024	09:29:00	247 Mound Street	531 Smoke or odor removal
24-0000032-000	03/12/2024	16:32:00	N1260 Cty XX	111 Building fire
24-0000033-000	03/18/2024	17:55:00	Commercial Street	131 Passenger vehicle fire
24-0000034-000	03/19/2024	14:10:00	Mound Street	551 Assist police or other gover
24-0000035-000	03/21/2024	07:43:00	Highway 91	622 No Incident found on arrival
24-0000036-000	03/23/2024	04:04:00	781 Seward Street	746 Carbon monoxide detector act
24-0000037-000	03/24/2024	14:54:00	36th RD	311 Medical assist, assist EMS c
24-0000038-000	03/30/2024	10:05:00	Cty M	311 Medical assist, assist EMS c
24-0000039-000	04/01/2024	10:59:00	N8566 Hwy 49 S	611 Dispatched & cancelled en ro
24-0000040-000	04/01/2024	21:55:00	427 Sacramento Street	746 Carbon monoxide detector act
24-0000041-000	04/09/2024	11:17:00	609 Broadway ST	745 Alarm system activation, no
24-0000042-000	04/11/2024	10:52:00	N Wisconsin ST	611 Dispatched & cancelled en ro
24-0000043-000	04/24/2024	18:31:00	9110 Casswell RD	611 Dispatched & cancelled en ro
24-0000044-000	04/27/2024	14:29:00	Cty D	142 Brush or brush-and-grass mix

City of Berlin Fire Department

Incident List by Incident Number

Incident Number Between "24-0000001" And  
"24-0000053"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
24-0000045-000	04/30/2024	17:04:00	W Ceresco Street	611 Dispatched & cancelled en ro
24-0000046-000	05/01/2024	16:46:00	Hwy 21	611 Dispatched & cancelled en ro
24-0000047-000	05/02/2024	15:44:00	Aronald ST	444 Power line down
24-0000048-000	05/04/2024	15:14:00	347 E Huron ST	745 Alarm system activation, no
24-0000049-000	05/08/2024	08:16:00	Cty F	311 Medical assist, assist EMS c
24-0000050-000	05/09/2024	15:03:00	347 E Huron ST	745 Alarm system activation, no
24-0000051-000	05/12/2024	11:38:00	123 S Pearl ST	744 Detector activation, no fire
24-0000052-000	05/19/2024	12:08:00	510 Lake Street	111 Building fire
24-0000053-000	05/19/2024	20:50:00	W3208 Beechnut Rd	111 Building fire

Total Incident Count 53

**Gary Podoll**

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**From:** Mike Radke <mikesbikeshop117@gmail.com>  
**Sent:** Monday, May 20, 2024 4:40 PM  
**To:** Bob Paugels; Gary Podoll  
**Subject:** Truck Committee May report

The truck committee has completed the spec for the new engine with all members being in agreement that it is ready to move forward for approval to bid.

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Mike Radke  
Mike's Bike Shop  
Berlin, WI 54923  
920-361-3565

# June 05, 2024 P&F MEETING

## BPD CREDIT CARD PAYMENTS

Acct #52-10001-\*\*\*

Acct #52-17100-195 (Uniform)

<b>ACCT #</b>	<b>PAYEE/VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
310	USPS	Postage	\$5.10
310	USPS	Postage	\$5.80
310	USPS	Postage	\$5.80
310	USPS	Postage	\$5.80
310	USPS	Postage	\$5.80
360	Kitz & Pfeil	2-gal paint	\$64.49
290	Dotster	Renewal for 3yr domain of berlinpd.com	\$110.94
221	Verizon	Phone bill	\$144.04
310	Amazon	2 dvd sleeves/2 pkt of dvd	\$79.85
344	Amazon	Pack of drying towels for squads	\$28.99
344	Amazon	Car wash brush	\$29.87
310	Amazon	3v lithium batteries/8gig usb/aa batteries	\$39.82
310	Amazon	2 rolls Duct tape/toothpicks/paper bags	\$40.16
380	Amazon	2 handheld stop signs	\$111.90
190	WI DOJ background	Ken-background check	\$7.00
190	WI DOJ background	Katrina-background check	\$7.00
190	Transunion	Ken-background check	\$60.00
190	Transunion	Second for ken-background check	\$60.00
190	Transunion	Katrina-background check	\$60.00
210	Forensics source	2 rolls of evidence tape	\$38.99
210	Sirchie	Cocaine swipes	\$46.78
345	Berlin oil	1 tire repair	\$25.00
		Total	\$983.13



## **POLICE AND FIRE COMMISSION MEETING**

**06/05/2024**

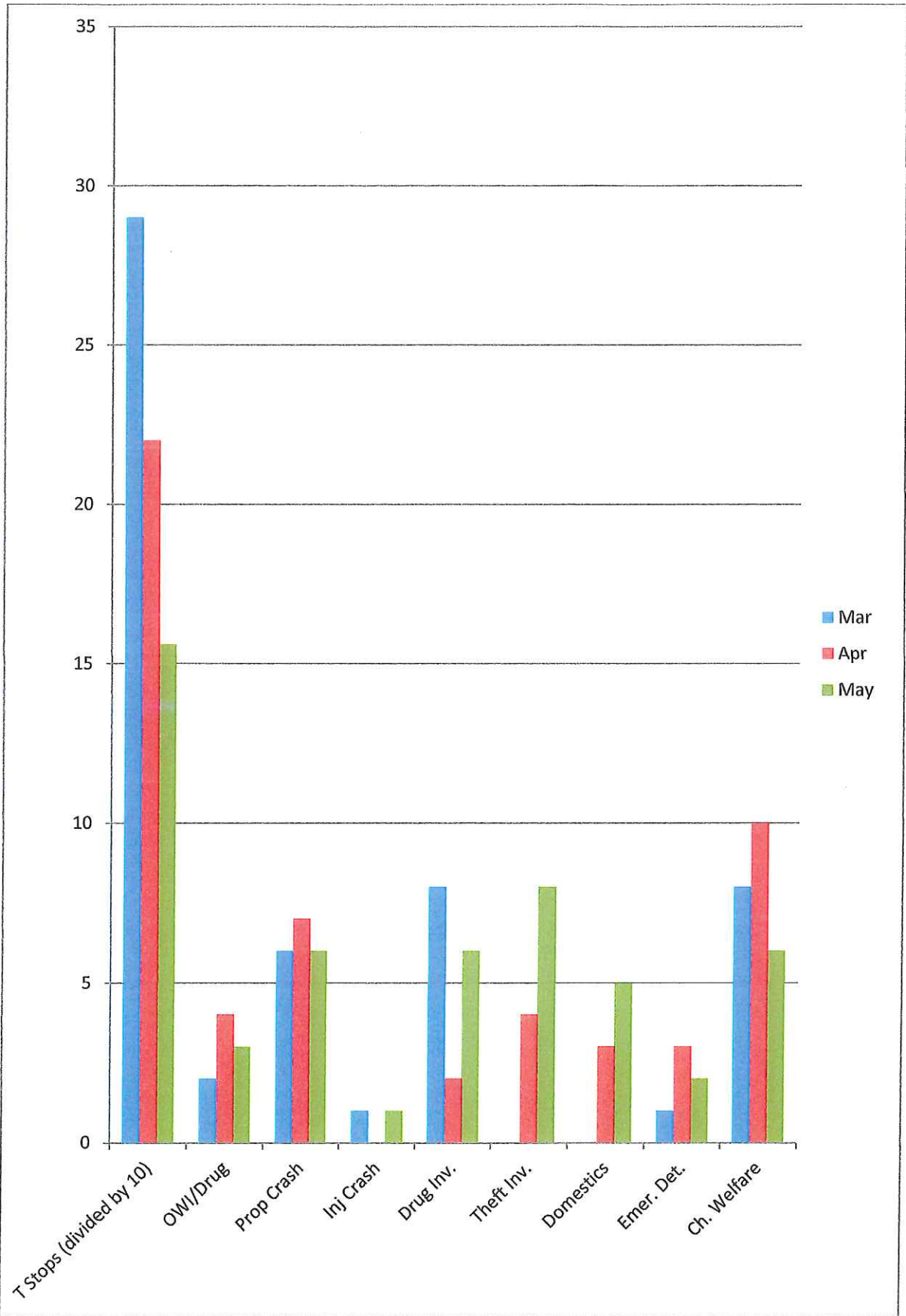
### **BERLIN POLICE DEPARTMENT ACTIVITY EXTRACT**

April 23, 2024 to May 23, 2024

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

#### **Significant incidents:**

Traffic enforcement is lower than last month although other calls for service such as theft investigations and domestic abuse investigations have increased. Drug investigations have also increased compared to the prior month. Many of the remaining categories are much closer to typical. We still have two open patrol positions, one staff member completed light duty following a medical procedure, two staff members completed trainings outside of their normal patrol duties, and multiple members used benefit time off during this time period.



## Body Camera's On-Going Cost's

### Utility

Initial Down Payment (Year 1) \$29,752.96

Year 2 \$11,157.36

Year 3 \$11,157.36

Year 4 \$11,157.36

Year 5 \$11,157.36

Total over 5 years - \$74,382

### WOLFCOM

Initial cost of equipment - \$21,898 (body cameras, squad camera systems, mounting brackets)

Current on-going cost every year - \$11,928 (cloud storage, evidence management, redaction software etc)

Total over 5 years - \$81,538

### Digital Ally

Initial Down Payment (Year 1) \$37,441.92

Year 2 - \$8,245.88

Year 3 - \$8,245.88

Year 4 - \$8,245.88

Year 5 -\$8,245.88

Total over 5 years - \$70,425.44

### I-Pro

Initial cost of equipment - \$10,270

Licensing for cloud software for 13 cameras - \$16,380 – 1, 3, or 5 year contracts

Total over 5 years \$26,650 (does not include cost of updating current (outdated) in car video system to compatible camera's BPD currently runs Panasonic/Ipro in car cams)