

POLICE AND FIRE COMMISSION MEETING AGENDA
WEDNESDAY, MARCH 05, 2025 6:30 PM
108 N CAPRON ST-2ND FLOOR COUNCIL CHAMBERS-BERLIN, WI
MEETING IS OPEN TO THE PUBLIC & CITY HALL IS HANDICAPPED ACCESSIBLE
CITY MEETINGS CAN BE WATCHED LIVE OR RECORDED ON THE CITY OF BERLIN
YOUTUBE PAGE @CITYOFBERLIN5623

1. Call to order/roll call
2. Seat Virtual Attendees (if necessary)
3. General Public Comments.
4. Approval of open and closed February 05, 2025. RECOMMENDATION: Approve the February 05, 2025 open and closed minutes of Police and Fire Commission.
5. Fire Department, Emergency Management Director appointment to Common Council. RECOMMENDATION: To Common Council of an appointment of the Fire Chief or his/her designee to the Emergency Management Director position.
6. Fire Department Expenses. RECOMMENDATION: Approve the February 2025 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
8. Police Department Expenses. RECOMMENDATION: Approve the February 2025 Police Department expenses as presented.
9. Police Department Reporting and Updates
 - Discussion on Police Department Calls
 - Discussion on past month and upcoming month activities
10. 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.)
11. New Business (To be used to request items of new business be put on a future agenda)
12. 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 (1)Update on

hiring progress for Fire Chief)(2) Discussion of Emergency Manager wages and budget with delegation of duties to fire department Chief or designee. Action to Common Council as needed)

13. Motion to convene into open session and take any appropriate action necessary as a result of closed session discussions.
14. Adjourn

Next regularly scheduled meeting is Wednesday, April 02, 2025 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) (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 – 2ND FLOOR COUNCIL CHAMBERS
February 05, 2025 -6:30pm

President Joanne Guden called the meeting to order at 6:30pm. Present: Commissioners Joanne Guden, Ron Ross, Gary Knoke, and Keith Hess. Seated virtually: Denise Krentz. Absent: None. Also present: Police Chief Brian Pulvermacher, Emergency Manager Gary Podoll, Interim Fire Chief Doug Dewhurst, Liaison Stobbe, City Admin Jessi Balcom, and Berlin Journal: Paul Wiegel. Public appearance: None.

Under seat virtual attendees, Hess motioned to seat Commissioner Denise Krentz. Ross seconded the motion which carried by voice vote.

Under general public comments, None.

Under approval of minutes, Knoke moved to approve the open and closed P&F Commission minutes of January 08, 2025, and open January 14, 2025 minutes. Hess seconded the motion which carried by voice vote.

Under Fire Department letter of resignation of Deputy Fire Chief, Guden read the letter stating the last day of Gary Podoll as administration for the fire department will be February 28, 2025. Krentz motioned to approve the resignation. Hess seconded the motion which carried by voice vote. The Commission then gave thanks to Gary for all his years of dedication and presented him with a gift.

Under Fire Department resignation of Stacy Zietlow, Ron Gehrke, and Andrew Wallner, Interim Dewhurst explained that they have turned in their letters. Their last day was the 31st of January. Hess motioned to approve the resignation letters. Ross seconded the motion which carried by voice vote.

Under Fire Department Interim Chief appointment of officers, Dewhurst explained that he is moving some people around within the department to fill the vacancies. Mike Radke will be appointed to Deputy Chief. Chad Hahn and Joel Johansen will be appointed to Assistant Chief. Matt Walker and Tim Bending will be appointed to Captain. Ross motioned to approve of the new appointments. Hess seconded the motion which carried by voice vote.

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

Under Fire Department Annual Report for 2024, Podoll stated there were 143 calls for the year. The average amount of calls is 120-123, so we are above average. The report shows that Tuesday is the new frequent day for calls this year. The most common time for calls seemed to be at 10am. I also included the fire prevention the department did throughout the year. We attended the farmers market on Tuesdays to help spread the fire prevention information as well as at the schools. Guden commented that it was a very nice report.

Under Fire Department reporting and updates Interim Fire Chief Dewhurst explained there were 14 calls for last month. Maintenance issues, there are none. Upcoming events, we held a

Christmas and retirement party for all the members. It was very nice and everyone had a good time, while also saying goodbye to those leaving. Training, the entire department attended UTV training. This training was very hands on so they could understand and know how to operate the UTV. There was also a training on breathing apparatuses.

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

Under Police Department Annual Report for 2024, Pulvermacher asked if there were any questions. Krentz stated it was a very nice report and especially liked the goals and equipment that is wanted for the department. She also asked how many years the SRO is in place at the schools. Pulvermacher stated it is for three years. Krentz asked how long has the current SRO been in place. Pulvermacher stated he has been there for 1.5 years now. Guden stated the school has commented that SRO Plath is doing a very nice job and they like him there.

Chief Pulvermacher stated that the chart provided to the commission shows last month's calls. The chart shows that there were 214 traffic stops, 10 drug investigations, 15 welfare checks, 6 theft investigations. The chart indicates, three property damage crashes, two of which happened in parking lots. Five of the six theft cases were retail thefts.

Under Police reporting and updates, Chief Pulvermacher explained we had a fatal truck vs pedestrian crash on January 23rd, it is still under investigation. The first session of DAAT training was held in January and the second is scheduled for next week. Two staff members attended writing search warrant training. Two staff members are scheduled to attend WI narcotics officer association conference this month. One officer is scheduled to attend criminal investigations drug investigator training in March. I will be attending the Chief conference next week. There was another personal injury crash that happened on Tuesday this week. There were minor injuries but four of those involved in the crash were taken to the hospital for evaluation. Knoke asked if there is more presence for traffic stops with all the crashes. Pulvermacher stated yes, we are keeping a closer eye on downtown but it is hard to be everywhere. There is a hope that with the new road going in it will help to curb the blind spots within our intersections.

Under old business: None.

Under new business: None.

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 *((1) Wages for Interim Fire Chief with action to Common Council as appropriate.) ((2) Hiring progress for Fire Chief with time line and game plan development)* Hess seconded the motion. A roll call vote resulted in five (5) ayes, zero (0) nays, and zero (0) absent. Motion carried.

Hess moved to seat Interim Fire Chief Dewhurst, City Admin Jessi Balcom, Denise Krentz, and Liaison Stobbe. Ross seconded the motion. Motion carried. A roll call vote resulted in five (5) ayes, zero (0) nays, and zero (0) absent. Motion carried.

Discussion continued in closed session.

At 7:40pm Commission reconvened back into open session.

Knoke motioned to pay Interim Fire Chief Dewhurst the same as previous Fire Chief and recommended to Common Council a rate of \$1248.61 per month, retroactive to February 1, 2025. Ross seconded the motion which carried by voice vote.

Guden adjourned the meeting at 7:42pm.

*Submitted by Stephanie Skivers
Administrative Assistant*

Next scheduled meeting will be Wednesday, March 5, 2025 at 6:30pm at the Berlin City Hall



BERLIN FIRE DEPARTMENT
226 Spring St.
Berlin, WI 54923



BERLIN FIRE DEPARTMENT ACCOUNTS PAYABLE MARCH 2025

<u>ACCOUNT #</u>	<u>VENDOR</u>	<u>ITEM</u>	<u>AMOUNT</u>
210	Fire Inspections Services Inc.	Monthly payment of fire Inspections contract 2025	1,619.75
340	TRI Air Testing	Air Test Kits	692.00
345	Fuelman	Fuel	154.35
345	Tractor Supply	Hardware	46.70
345	O'Reilly	Brake control, fluids, Harness	113.50
345	Red Power	Valves on Tower 67	1,459.98
345	Darley	Gaskets	34.48
345	Darley	2 Hose Coilers	810.40
380	DNR	2 Winch Ropes for 63, 163	602.60
380	Darley	4 Fire Helmets	1,541.44

**BERLIN FIRE DEPARTMENT
2025 BUDGET EXPENDITURES**

DATE: February 25, 2025

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	4,709.60	36,176.40
127	Weekend Officer Pay	3,120.00	0,000.00	3,120.00
210	Inspection Service	16,560.00	3,239.50	13,320.50
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	000.00	4,000.00
340	Operating Supplies	6,350.00	692.00	5,658.00
345	Maintenance & Fuel	17,000.00	2,415.61	14,584.39
380	Equipment	15,200.00	6,567.31	8,632.69
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 {01/01/2025} And {02/24/2025}

Staff Id	Alt Id	Name	Total
0944		Bending, Brian	\$263.90
0954		Bending, Tim	\$142.10
0925		Boeck, Kyle	\$182.70
1188		Cassidy, Jordan	\$365.40
1047		Darnick, Colton	\$40.60
0909		Dewhurst, Douglas	\$507.50
0900		Dollevoet, Aaron	\$304.50
0934		Elenedt, Jared	\$609.00
0992		Gehrke, Ronald	\$60.90
0957		Hahn, Chad	\$203.00
0902		Hahn, Troy	\$304.50
0918		Herandez, Jason	\$40.60
0998		Johansen, Joel	\$243.60
0933		Knoke, Zach	\$60.90
0936		Paramo, Kevin	\$60.90
0911		Paugels, Robert	\$223.30
1226		Petrovich, Dakota	\$142.10
0660		Podoll, Gary V	\$263.90
0929		Radke, Mike	\$304.50
0914		Schrader, John	\$203.00
0921		Walker, Matthew	\$182.70
			<hr/>
			\$4,709.60

City of Berlin Fire Department

Incident List by Incident Number

Incident Number Between "25-0000001" And
"25-0000023"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
25-0000001-000	01/01/2025	08:07:00	123 S Pearl ST	353 Removal of victim(s) from st
25-0000002-000	01/01/2025	14:44:00	642 Broadway ST	611 Dispatched & cancelled en ro
25-0000003-000	01/01/2025	20:28:00	Cty E	311 Medical assist, assist EMS c
25-0000004-000	01/11/2025	12:07:00	W224 Brown Deer Dr	111 Building fire
25-0000005-000	01/20/2025	05:25:00	301 S Brooklyn ST	522 Water or steam leak
25-0000006-000	01/20/2025	15:09:00	123 S Pearl ST	424 Carbon monoxide incident
25-0000007-000	01/21/2025	14:23:00	W992 Cty X	143 Grass fire
25-0000008-000	01/21/2025	23:35:00	260 N Washington ST	522 Water or steam leak
25-0000009-000	01/23/2025	04:28:00	W598 Glenn Lane	111 Building fire
25-0000010-000	01/26/2025	14:14:00	28 th Road	142 Brush or brush-and-grass mix
25-0000011-000	01/27/2025	15:19:00	Bighorn Road	611 Dispatched & cancelled en ro
25-0000012-000	01/27/2025	17:49:00	169 Water ST	736 CO detector activation due t
25-0000013-000	01/28/2025	21:21:00	Cty E	311 Medical assist, assist EMS c
25-0000014-000	01/30/2025	03:25:00	109 E Waushara ST /3	531 Smoke or odor removal
25-0000015-000	02/03/2025	07:40:00	Ripon Road	311 Medical assist, assist EMS c
25-0000016-000	02/03/2025	16:31:00	432 Oak ST	442 Overheated motor
25-0000017-000	02/10/2025	11:43:00	N1065 Hwy 49 N	111 Building fire
25-0000018-000	02/10/2025	20:49:00	Cty E /Neshkoro, WI 54960	311 Medical assist, assist EMS c
25-0000019-000	02/11/2025	18:06:00	9287 Hwy 91	114 Chimney or flue fire, confin
25-0000020-000	02/12/2025	22:46:00	123 S Pearl ST	353 Removal of victim(s) from st
25-0000021-000	02/14/2025	18:40:00	South Road	311 Medical assist, assist EMS c
25-0000022-000	02/19/2025	20:41:00	238 N Wisconsin ST	520 Water problem, Other
25-0000023-000	02/20/2025	18:45:00	E Huron ST & N Pearl ST	311 Medical assist, assist EMS c

Total Incident Count 23

POLICE AND FIRE COMMISSION MEETING

03/05/2025

BERLIN POLICE DEPARTMENT ACTIVITY EXTRACT

January 23, 2024 to February 23, 2025

185	Traffic Stops
3	OWI / Drug OWI arrest
2	Property Damage crash
2	Personal Injury crash
7	Drug Investigation (6 MJ, 0 MJ + other, 1 other)
4	Theft Investigation
1	Domestic Abuse Investigation
1	Emergency Detention (1 detention, 0 diversion)
12	Check Welfare

Statistic notes:

With the exception of OWI/Drug-related OWI investigations (and emergency Detentions), all categories are slightly lower than last month. Part of the reduction might be attributed to County-wide law enforcement training which is weighted "heavier" during the winter months. One of the two personal injury crashes was the pedestrian fatality. Of the four theft cases, two were retail theft. One third of the Check Welfare calls were a result of concerned family or friends, two were concerned employers, two originated about people in assisted living and two were contentious child custody related issues.



