

POLICE AND FIRE COMMISSION MEETING AGENDA
WEDNESDAY, MAY 07, 2025 7:00 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. Elections of Officers for Commission.
5. Approval of open and closed April 02, 2025. RECOMMENDATION: Approve the April 02, 2025 open and closed minutes of Police and Fire Commission.
6. Fire Department Expenses. RECOMMENDATION: Approve the April 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 April 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. Police Department presentation for AC Kneztger to attend Command College with use of Fund 15. RECOMMENDATION: Listen with action to approve and send to Common Council the use of Fund 15 for AC Kneztger to attend Command College
11. 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.)
12. New Business (To be used to request items of new business be put on a future agenda)
13. 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 compensation for Fire Department Officers)((2)Update on the hire of Fire Chief)

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

Next regularly scheduled meeting is Wednesday, June 04, 2025 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) (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
April 02, 2025 -7:00pm

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

Under general public comments, Guden wanted to thank the Commission and Liaison for their service. With the last meeting for Guden, Krentz wanted to say thank you and presented her with a gift. Police Chief Pulvermacher also presented a gift to Guden and thanked her for the support to the department and the many years of service on the Commission.

Under approval of minutes, Krentz stated there should be a correction of the date on top. Hess moved to approve the open and closed P&F Commission minutes of March 05, 2025 with correction. Ross seconded the motion which carried by voice vote.

Under Fire Department filling of open positions, Assistant Fire Chief Radke stated they hosted interviews and would like to promote the following to a Lieutenant position: Brian Bending, Kyle Boeck, and Troy Hahn. Knoke moved to approve the promotions of Bending, Boeck and Hahn. Ross seconded the motion which carried by voice vote.

Under Fire Department new members, Assistant Fire Chief Radke explained they held interviews for a new officer. They would like to add Teegan Hahn to the Fire Department. Hess motioned to approve of new member Teegan Hahn to the fire department. Krentz seconded the motion which carried by voice vote.

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

Under Fire Department reporting and updates Assistant Fire Chief Radke explained there were several calls for last month. Maintenance issues, there were some small issues. The UTV got stuck on a fire call. When it was pulled out there was small damage to the tracks that needed to be repaired. Upcoming events, there are none. Training, the department did a few trainings and continue to improve on skills.

Hess moved to approve the Police Department expenses as presented. Krentz 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 223 traffic stops, 4 drug investigations, 13 welfare checks, 5 theft investigations. The chart indicates, all categories are slightly higher than last month. This could be contributed to the fact that we are full staff and Officer Saylor is now on his own. The majority of the welfare checks are concerned family members. Two of the theft cases are due to retail theft.

Under Police reporting and updates, Chief Pulvermacher explained the fatal truck crash is still under investigation. The third session of DAAT has been completed. The department has County Wide in-service, EVOC, and firearms training this month. BPD had an officer at the Boys and Girls Club to speak with the children and demonstrate a patrol vehicle. BPD also assisted with a celebratory escort for the youth boys wrestling team that headed to state. One officer completed a two-week criminal investigations drug investigator training. Two staff members are scheduled to attend a multi-disciplinary team training in Green Lake. Guden asked how Officer Saylor is doing now that he is on his own. Chief stated that he is doing very well. He is on the quieter side of things right now but I believe that is because he is attaining information and learning.

Under Police Department presentation of new squad camera and digital evidence storage, Assistant Chief Knetzger stated the proposal was provided to the Commission. Asked if there were any questions in regards to the proposal. Guden asked if the grant that was received to help fund this is a one-time grant or one that can be renewed every year. Knetzger stated that as far as he is aware it is a one-time grant. Krentz asked if the digital evidence can be shared with other departments. Knetzger stated that the server is for our own departmental use but the cloud base storage could give access when granted to other departments for them to attain video or audio that is involved with any one case. It would save time when it comes to having to produce a DVD of the squad video and then transport that to the District Attorney's office. They would be able to just receive a link that we send them that would include all of the digital evidence for that case. Krentz asked if the proposal was for one camera. Chief Pulvermacher stated this proposal is for one camera and the digital storage. With this we could use Fund 15 money that we had rolled over from 2020 to help offset the cost of the build for the new squad. At this point we are going to be a little over budget with the new build since everything has gone up in price so this could help to offset some of that cost. Krentz asked if this camera could be used in more than one squad so when one is transferred out and a new squad is purchased could it be reused. Chief Pulvermacher stated that it could but we wouldn't want to over use it. When it comes to technology it is best to keep up to date on them. We would ask that we not go over an eight-year span for technology in the squad cars. Guden asked if the total proposal was \$17,202.36 and will they continue to honor that price if this takes a little bit to finalize. Knetzger stated that yes that should be the total end cost and he does believe the company will continue to honor the quote that was given knowing that it takes some time to get through everything. Guden stated that they will recommend to Common Council to approve the proposal for a new squad camera system and digital evidence system. Knoke motioned to approve they recommend to Common Council the proposal. Ross seconded the motion which carried by voice vote.

Under old business: None.

Under new business: elections of officers.

At 7:25pm Krentz 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) Update on compensation of Fire Department Officers)* Hess seconded the motion. A roll call vote resulted in five (5) ayes, zero (0) nays, and zero (0) absent. Motion carried.

Discussion continued in closed session.

At 7:54pm Commission reconvened back into open session.

Guden adjourned the meeting at 7:55pm.

*Submitted by Stephanie Skivers
Administrative Assistant*

Next scheduled meeting will be Wednesday, May 07, 2025 at 7pm at the Berlin City Hall



BERLIN FIRE DEPARTMENT
226 Spring St.
Berlin, WI 54923



BERLIN FIRE DEPARTMENT ACCOUNTS PAYABLE MAY 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
330	Sawdust City Fire	Fire Expo / Training	214.96
340	Galls	Dress Shirt Assist Chief	37.96
345	Fuelman	Fuel	215.01
345	Red Power	engine 64 check engine light	463.92
380	Kitz & Pfeil	PVC Fittings built fill pipe	43.15
380	Conway Shield	Shields for front of helmets	649.67
380	Darley	Rescue Anchor Strap	75.45
380	Baycom	Handheld Radio Mic	108.00

**BERLIN FIRE DEPARTMENT
2025 BUDGET EXPENDITURES**

DATE: April 24, 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	9,926.70	30,959.30
127	Weekend Officer Pay	3,120.00	0,000.00	3,120.00
210	Inspection Service	16,560.00	6479.00	10,081.00
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	416.71	3,583.29
340	Operating Supplies	6,350.00	776.78	5,573.22
345	Maintenance & Fuel	17,000.00	4,297.45	12702.55
380	Equipment	15,200.00	7,400.43	7,799.57
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 {04/25/2025}

Staff Id	Alt Id	Name	Total
0944		Bending, Brian	\$609.00
0954		Bending, Tim	\$527.80
0925		Boeck, Kyle	\$426.30
1188		Cassidy, Jordan	\$852.60
1047		Darnick, Colton	\$101.50
0909		Dewhurst, Douglas	\$1,015.00
0900		Dollevoet, Aaron	\$791.70
0934		Elendt, Jared	\$1,461.60
0992		Gehrke, Ronald	\$60.90
0957		Hahn, Chad	\$568.40
0902		Hahn, Troy	\$852.60
0918		Herandez, Jason	\$365.40
0209		Hilgart, Aaron	\$284.20
0998		Johansen, Joel	\$852.60
0933		Knoke, Zach	\$243.60
0936		Paramo, Kevin	\$304.50
0911		Paugels, Robert	\$223.30
1226		Petrovich, Dakota	\$446.60
0660		Podoll, Gary V	\$263.90
0929		Radke, Mike	\$1,197.70
0914		Schrader, John	\$629.30
0921		Walker, Matthew	\$893.20
			<hr/>
			\$12,971.70

POLICE AND FIRE COMMISSION MEETING

05/07/2025

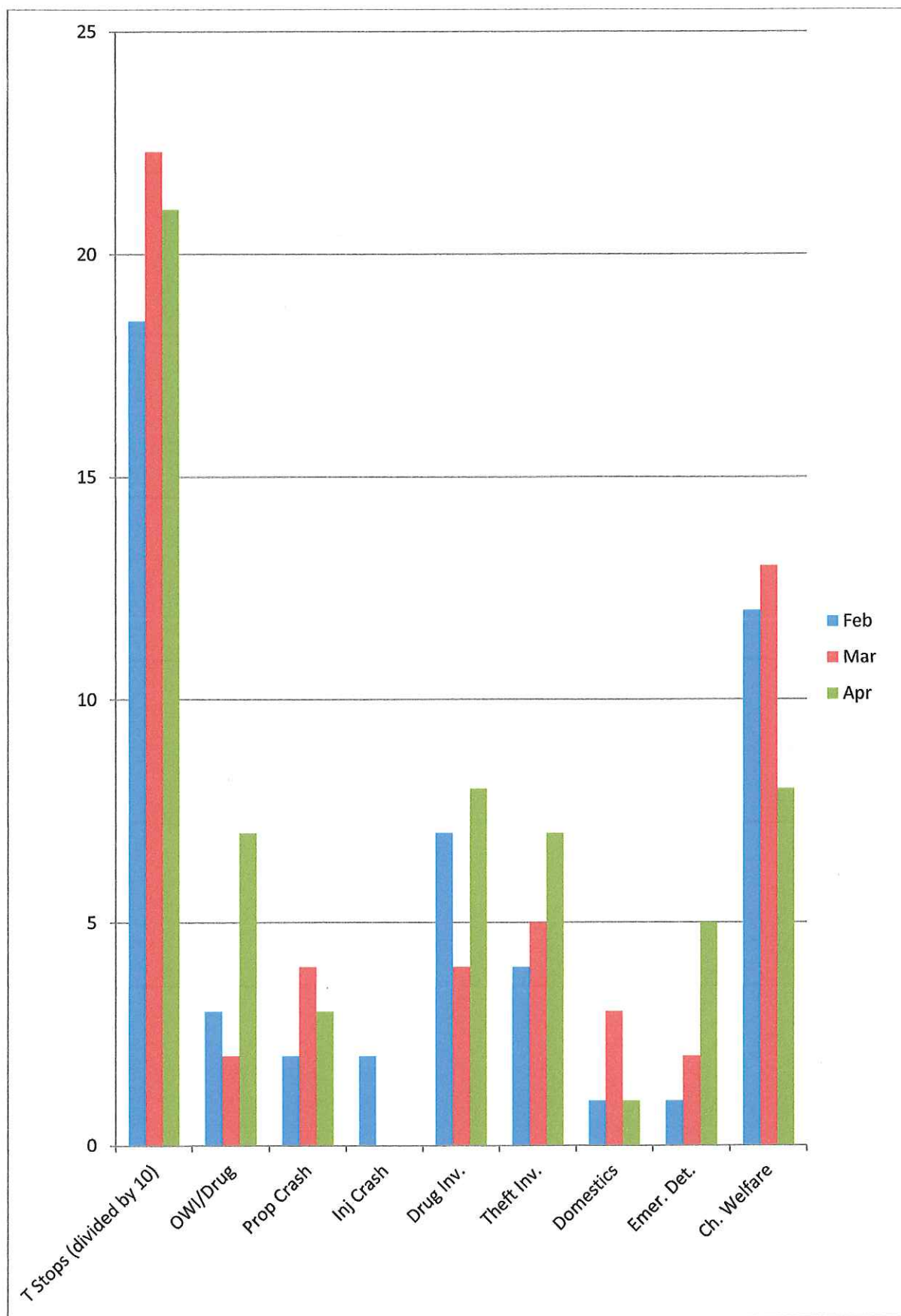
BERLIN POLICE DEPARTMENT ACTIVITY EXTRACT

April 23, 2025 to May 23, 2025

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

Statistic notes:

Traffic stops decreased slightly but are still above average. Two of the Property Damage crashes were parking lot related. Drug Investigations increased to slightly higher than average, with one of those being a marijuana production “grow” operation. Of the seven theft cases, two were retail theft and one was identity theft. Emergency Detentions were higher than typical and none appeared to be related to the others. Domestic investigations fell to a below average number.



May 07, 2025 P&F MEETING

BPD CREDIT CARD PAYMENTS

Acct #52-10001-***

Acct #52-17100-195 (Uniform)

[illegible]

160	0	TOTAL	\$745.19
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184 0

190 0

210	129.11
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221	144.04
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290 0

310	307.2
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321 0

330 0

340	164.84
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344 0

345 0

360 0

380 0

401 0

Uniforms 195	0
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May 07, 2025 P&F MEETING

BPD VOUCHERS

Acct #52-10001-***

Acct #52-17100-195 (Uniform)

[illegible]

160	0	TOTAL	\$2,899.96
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184 85

190 0

210 0

221 0

290	2199.96
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310 120

321 0

330 0

340 0

344 0

345 495

360 0

380 0

401 0

Uniforms 195	0
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Command College (training) Proposal

Assistant Chief Noah Knetzger has held his current position since November 5th, 2023. As the Assistant Chief, he is performing admirably well, he is respected and seeks to develop his managerial and leadership skills.

Assistant Chief Noah Knetzger applied for a seat at the Department of Justice Wisconsin Command College (Class #12). The Wisconsin Command College is a nationally accredited leadership and management development training program. It is a joint venture of the Wisconsin Department of Justice and the University of Wisconsin- Madison, Local Government Education Program. This is an intense, six-week program, upon completion, the student would be recognized as a Certified Public Manager by the University of Wisconsin. The training is broken into one-week sessions between August 2025 and June 2026. Some of the focal points of instruction include: Personal and Organizational Integrity, Leading People, System Integration, Change Management, Managing Work, Self-Development and Public Service Focus.

Assistant Chief Knetzger was selected for the training from a competitive field of about 80 applicants. To attend, he must accept the seat by June 2nd, 2025. WI Command College is held at the Wisconsin State Patrol Academy in Fort McCoy, WI. The training expense is \$2000, which includes lodging and meals. The entire 2025 Berlin Police Department training budget is \$6000.

I propose the expenditure of \$2000 be approved and forwarded to the Common Council with the recommendation to use "roll-over" Fund 15 money. The current balance in Fund 15 is approximately \$86,000 and is a product of budgetary surplus due to staffing levels in 2020. This money was set aside as means to update systems and functions during the Police Chief transitional period.



Brian Pulvermacher

Chief of Police