

POLICE AND FIRE COMMISSION MEETING AGENDA  
**WEDNESDAY, JULY 02, 2025 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  
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 June 04, 2025. RECOMMENDATION: Approve the June 04, 2025 open and closed minutes of Police and Fire Commission.
5. Fire Department new applicant Alan Vaillancourt. RECOMMENDATION: Discuss and approve new applicant Alan Vaillancourt to the Fire Department.
6. Fire Department Chief hire update and discussion. RECOMMENDATION: Discuss with action as appropriate for hire of Fire Chief.
7. Fire Department Expenses. RECOMMENDATION: Approve the June 2025 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
9. Police Department Expenses. RECOMMENDATION: Approve the June 2025 Police Department expenses as presented.
10. Police Department Reporting and Updates
  - Discussion on Police Department Calls
  - Discussion on past month and upcoming month activities
11. Police Department discussion on language and understanding of Article 17 of the collective bargaining agreement. RECOMMENDATION: Discussion with 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 (1)Update on the hire of Fire Chief)
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, August 06, 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](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**  
**June 04, 2025 -6:30pm**

President Ron Ross called the meeting to order at 6:30pm. Present: Commissioners Morgan Monohan, Ron Ross, Denise Krentz, Gary Knoke, and Keith Hess. Seated virtually: None. Absent: None. Also present: Assistant Police Chief Noah Knetzger, Assistant Fire Chief Mike Radke, Silverio Andrude, and City Admin Jessi Balcom, and Berlin Journal: Paul Wiegel. Public appearance: None.

Under approval of minutes, Knoke moved to approve the open and closed P&F Commission minutes of May 07, 2025. Monohan seconded the motion which carried by voice vote.

Under Fire Department new members, Assistant Fire Chief Radke would like to add Silverio Andrude to the Fire Department. Hess motioned to approve of new member Silverio Andrude to the fire department. Krentz seconded the motion which carried by voice vote.

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

Under Fire Department reporting and updates Assistant Fire Chief Radke explained there were 20 calls for last month. That puts the department to 71 for the year. One of the bigger calls was a house fire as a mutual aide to Poy Sippi. There was another house fire on Liberty St that was contained to the bedroom. Maintenance issues, none so far. The trucks are now undergoing their annual pump testing and DOT testing. We also completed hose testing and a few had to be removed and replaced. We had spares so they were replaced easily and we won't need to replace those just yet as we have a couple more just in case. Upcoming events, in June we have a few events. There will be the hometown hero event at the farmer's market. We will also be attending the breakfast on a farm in Green Lake. Training, two officers attended flash hour training at Fox Valley Tech.

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

Assistant Chief Knetzger stated that the chart provided to the commission shows last month's calls. The chart shows that there were 253 traffic stops, 9 drug investigations, 19 welfare checks, 5 theft investigations, and 5 domestic abuse investigations. The chart indicates, higher than average traffic stops due to the State Patrol coming in on the 9<sup>th</sup> for extra enforcement. Of the five theft investigations two were stolen vehicles from the same person within the same family at different times. Domestic abuse and check welfare investigations are higher than average. Monohan asked if the State Patrol will be coming in more often for the extra enforcement or was that a State wide thing. Knetzger stated that it was a preplanned agency assist. We are not at this time planning future ones but that is in discussion and can certainly happen.

Under Police reporting and updates, Assistant Chief Knetzger explained one staff member attended internet crimes against children conference. Two staff members attended Department of Justice peer support team training. We hope to create a peer support team here in the department that can also help in Green Lake County. One staff member had online training regarding crypto

currently investigations. The new squad was sent for outfitting and we hope to have it back by the end of the month. Two staff members are scheduled for front line supervisor training. We executed two different search warrants on homes. One was for possession of child pornography and the other was for possession of illegal drugs and child pornography.

Under old business: None.

Under new business: None.

At 6:46pm 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)(Update on Fire Chief hiring)* 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 7:56pm Commission reconvened back into open session.

Ross adjourned the meeting at 7:57pm.

*Submitted by Stephanie Skivers  
Administrative Assistant*

Next scheduled meeting will be Wednesday, July 02, 2025 at 6:30pm at the Berlin City Hall



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



**BERLIN FIRE DEPARTMENT ACCOUNTS PAYABLE JULY 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	1,808.13
321	Wis State Firefighters Association	Dues	570.00
340	NAPA & Walmart	Supplies	53.10
345	Fuelman	Fuel	249.21
345	Red Power Diesel	Engine 66 Valve Repairs	1362.30

**BERLIN FIRE DEPARTMENT  
2025 BUDGET EXPENDITURES**

**DATE:** June 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	17,667.68	23,218.32
127	Weekend Officer Pay	3,120.00	0,000.00	3,120.00
210	Inspection Service	16,560.00	9,906.88	6,653.12
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	620.00	480.00
330	Conference & Training	4,000.00	486.51	3,513.49
340	Operating Supplies	6,350.00	829.88	5,520.12
345	Maintenance & Fuel	17,000.00	6,135.70	10,864.30
380	Equipment	15,200.00	7,670.43	7,529.57
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 {06/25/2025}

Staff Id	Alt Id	Name	Total
1241		Andrude, Silverio	\$0.00
0944		Bending, Brian	\$965.67
0954		Bending, Tim	\$742.37
0925		Boeck, Kyle	\$1,036.72
1188		Cassidy, Jordan	\$1,402.12
1047		Darnick, Colton	\$133.37
0909		Dewhurst, Douglas	\$1,534.07
0900		Dollevoet, Aaron	\$1,341.22
0934		Elendt, Jared	\$2,173.52
0992		Gehrke, Ronald	\$60.90
0957		Hahn, Chad	\$945.37
1236		Hahn, Teegan	\$101.50
0902		Hahn, Troy	\$1,402.12
0918		Herandez, Jason	\$559.67
0209		Hilgart, Aaron	\$458.17
0998		Johansen, Joel	\$1,117.92
0933		Knoke, Zach	\$336.37
0936		Paramo, Kevin	\$397.27
0911		Paugels, Robert	\$223.30
1226		Petrovich, Dakota	\$681.47
0660		Podoll, Gary V	\$263.90
0929		Radke, Mike	\$1,909.62
0914		Schrader, John	\$965.67
0921		Walker, Matthew	\$1,412.27
			<hr/>
			\$20,164.58

# City of Berlin Fire Department

## Incident List by Incident Number

Incident Number Between "25-0000001" And  
"250000081"

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
25-0000024-000	02/24/2025	09:09:00	N982 Cty X	111 Building fire
25-0000025-000	02/25/2025	00:02:00	347 E Huron ST	531 Smoke or odor removal
25-0000026-000	03/02/2025	13:02:00	651 N Wisconsin ST	142 Brush or brush-and-grass mix
25-0000027-000	03/03/2025	11:50:00	E Huron ST	311 Medical assist, assist EMS c
25-0000028-000	03/11/2025	02:17:00	347 E Huron ST	744 Detector activation, no fire
25-0000029-000	03/17/2025	16:43:00	White River Road	142 Brush or brush-and-grass mix
25-0000030-000	03/18/2025	09:00:00	White River Road	142 Brush or brush-and-grass mix
25-0000031-000	03/19/2025	18:25:00	N8566 Hwy 49 S	745 Alarm system activation, no
25-0000032-000	03/19/2025	20:47:00	W837 Cty X	444 Power line down
25-0000033-000	03/20/2025	02:01:00	222 Memorial DR	531 Smoke or odor removal
25-0000034-000	03/20/2025	22:36:00	555 Commercial Street /Gr	111 Building fire
25-0000035-000	03/23/2025	13:09:00	8060 Rushlake Drive /Ripo	142 Brush or brush-and-grass mix
25-0000036-000	03/27/2025	13:57:00	1696 Tews Road	412 Gas leak (natural gas or LPG
25-0000037-000	03/28/2025	07:20:00	347 E Huron ST	743 Smoke detector activation, n
25-0000038-000	03/29/2025	17:21:00	N591 36th RD	311 Medical assist, assist EMS c
25-0000039-000	04/01/2025	05:40:00	County F	311 Medical assist, assist EMS c
25-0000040-000	04/01/2025	12:41:00	172 S Pearl ST	611 Dispatched & cancelled en ro
25-0000041-000	04/03/2025	12:07:00	133 W Noyes ST	131 Passenger vehicle fire
25-0000042-000	04/05/2025	17:32:00	558 Broadway ST	311 Medical assist, assist EMS c
25-0000043-000	04/11/2025	16:48:00	N8011 Forest Ridge Road	142 Brush or brush-and-grass mix
25-0000044-000	04/11/2025	20:24:00	29th Ave	611 Dispatched & cancelled en ro



# City of Berlin Fire Department

## Incident List by Incident Number

Incident Number Between "25-0000001" And  
"250000081"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
25-0000045-000	04/14/2025	11:49:00	289 E Huron ST	531 Smoke or odor removal
25-0000046-000	04/16/2025	17:01:00	N4798 28th Court CT	142 Brush or brush-and-grass mix
25-0000047-000	04/21/2025	05:51:00	310 Mound Street	743 Smoke detector activation, n
25-0000048-000	04/23/2025	18:51:00	Broadway & Washington	324 Motor Vehicle Accident with
25-0000049-000	04/23/2025	20:34:00	553 Rural Street	111 Building fire
25-0000050-000	04/25/2025	12:05:00	Hwy 91	131 Passenger vehicle fire
25-0000051-000	04/27/2025	07:00:00	E Waushara ST	631 Authorized controlled burnin
25-0000052-000	05/01/2025	18:27:00	Hwy 49 N	324 Motor Vehicle Accident with
25-0000053-000	05/03/2025	11:45:00	347 E Huron ST	652 Steam, vapor, fog or dust th
25-0000054-000	05/04/2025	10:12:00	W916 Cty H	111 Building fire
25-0000055-000	05/06/2025	10:04:00	228 N Washington ST	531 Smoke or odor removal
25-0000056-000	05/09/2025	14:11:00	380 Railroad St ST	142 Brush or brush-and-grass mix
25-0000057-000	05/09/2025	16:28:00	256 Greenwood Street	531 Smoke or odor removal
25-0000058-000	05/10/2025	11:25:00	W1350 Cottonville Ave	142 Brush or brush-and-grass mix
25-0000059-000	05/12/2025	12:24:00	Beechnut Rd	611 Dispatched & cancelled en ro
25-0000060-000	05/13/2025	14:55:00	Broadway & Washington	300 Rescue, EMS incident, other
25-0000061-000	05/13/2025	11:38:00	N485 36th Court	311 Medical assist, assist EMS c
25-0000062-000	05/16/2025	17:05:00	W959 Hwy 21	444 Power line down
25-0000063-000	05/17/2025	09:24:00	609 Broadway ST	611 Dispatched & cancelled en ro
25-0000064-000	05/20/2025	13:31:00	County E	611 Dispatched & cancelled en ro
25-0000065-000	05/19/2025	17:56:00	W1151 Super Sport Drive	611 Dispatched & cancelled en ro
25-0000066-000	05/21/2025	17:01:00	235 W Liberty Street	111 Building fire
25-0000067-000	05/23/2025	18:03:00	N8257 County F	131 Passenger vehicle fire
25-0000068-000	05/26/2025	16:06:00	Hwy 49 N	143 Grass fire
25-0000069-000	05/27/2025	11:05:00	222 Memorial DR	611 Dispatched & cancelled en ro
25-0000070-000	05/29/2025	04:54:00	270 Broadway ST	131 Passenger vehicle fire
25-0000071-000	05/30/2025	19:13:00	Hwy 21	352 Extrication of victim(s) fro
25-0000072-000	06/05/2025	04:32:00	Highway 91	622 No Incident found on arrival
25-0000073-000	06/06/2025	17:22:00	W4521 County E	611 Dispatched & cancelled en ro
25-0000074-000	06/09/2025	01:32:00	528 S Industrial Park RD	733 Smoke detector activation du
25-0000075-000	06/10/2025	09:41:00	Memorial DR	324 Motor Vehicle Accident with
25-0000076-000	06/13/2025	11:42:00	9470 Eureka Lock Rd	111 Building fire
25-0000077-000	06/14/2025	18:30:00	W1244 County V	131 Passenger vehicle fire
25-0000078-000	06/15/2025	04:35:00	479 Oak ST	735 Alarm system sounded due to
25-0000079-000	02/17/2025	01:26:00	W1176 County V	736 CO detector activation due t
25-0000080-000	06/20/2025	14:17:00	265 E Liberty ST	746 Carbon monoxide detector act
25-0000081-000	06/21/2025	14:12:00	121 W Park AVE	744 Detector activation, no fire

Total Incident Count 81

## BPD VOUCHERS

Acct #52-17100-195 (Uniform)

160	0	TOTAL	\$4,046.74
184	170		
190	0		
210	0		
221	0		
290	19		
310	0		
321	0		
330	1263.34		
340	880		
344	0		
345	205.25		
360	89.32		
380	999.83		
401	0		
ms 195	420		

**July 02, 2025 P&F MEETING**

## BPD CREDIT CARD PAYMENTS

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

Acct #52-17100-195 (Uniform)

[illegible]

160	0	TOTAL	\$315.88
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184 0

190 0

210 0

221	144.04
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290 0

310	120.7
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321 0

330 18

340 0

344	33.14
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345 0

360 0

380 0

401 0

Uniforms 195	0
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## **POLICE AND FIRE COMMISSION MEETING**

**07/02/2025**

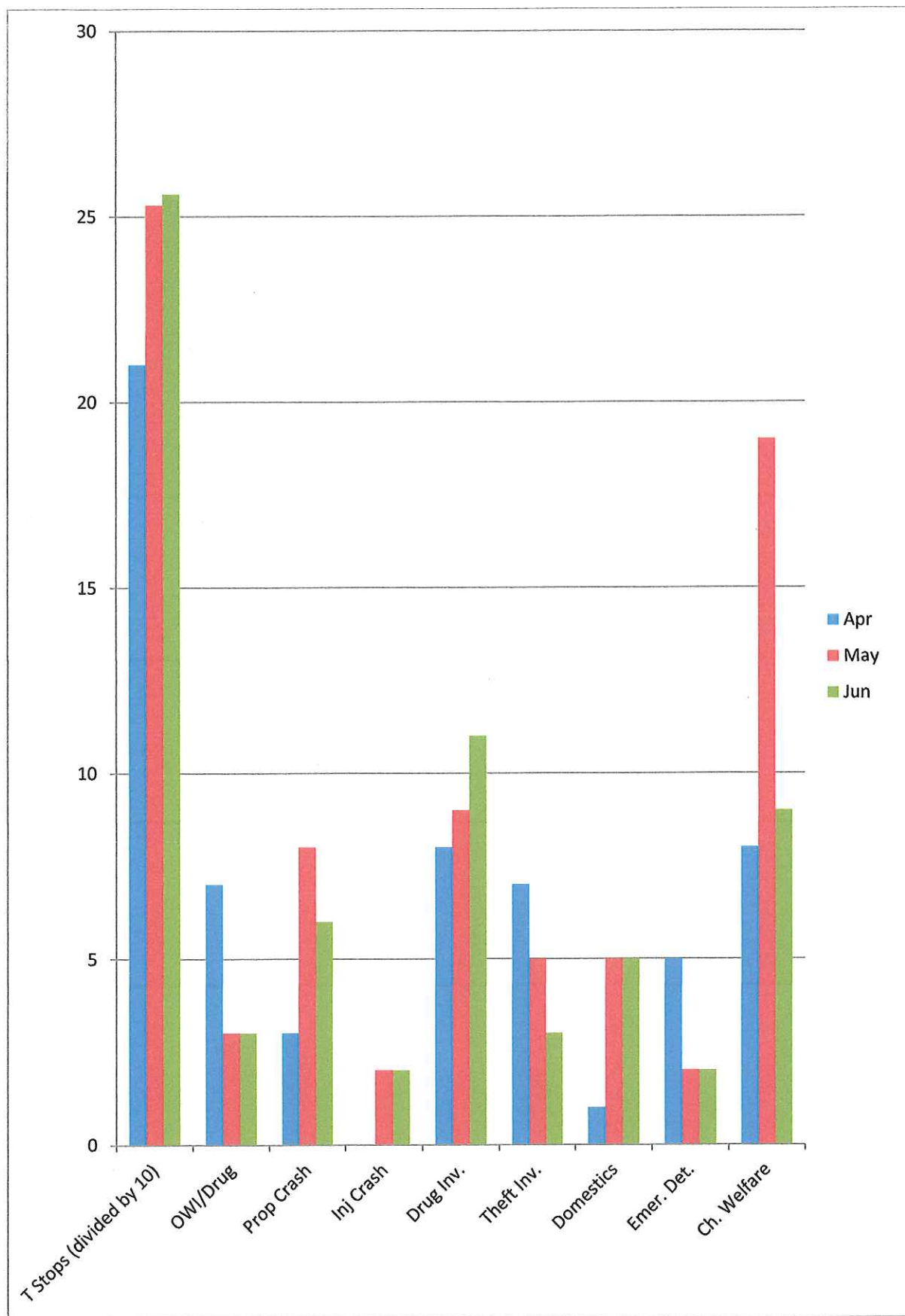
### **BERLIN POLICE DEPARTMENT ACTIVITY EXTRACT**

May 23, 2025 to June 23, 2025

256	Traffic Stops
3	OWI / Drug OWI arrest
6	Property Damage crash
2	Personal Injury crash
11	Drug Investigation (6 MJ, 2 MJ + other, 3 other)
3	Theft Investigation
5	Domestic Abuse Investigation
2	Emergency Detention (1 detention, 1 diversion)
9	Check Welfare

#### **Statistic notes:**

Traffic stops remain slightly higher than average, the STH 21 detour has increased through traffic in the City. Of the six property damage crashes, two were parking lot related. Of the three theft reports, two were retail theft. Domestic Abuse investigations also remain higher than average, although Check Welfare requests dropped sharply (from last month) to below average.



REF: AGENDA ITEM 11—CBA Clothing Allowance discussion

Police and Fire Commissioners,

The union staff of the Police Department are provided an annual clothing allowance which, while not specified, I believe is intended for maintenance of uniforms. Currently, the amount is \$500 annually and purchases using it, are tax free. In the event that the \$500 is unused, the remaining value is paid-out in December. Often staff get paid-out on a portion of the unused money, although a few staff consistently use it all.

The current Collective Bargaining Agreement (CBA) with the union describes the allowance in Article 17 "Clothing and Equipment Allotment and Allowance". The language is confusing at best and even contradictory in places. I have recently learned there was formerly a practice of "equipment" (items in the 4<sup>th</sup> paragraph) automatically being replaced by the City, outside of the uniform allowance, regardless of reason. I have attempted to digest Article 17, although admittedly, I have had some difficulty because the CBA has evolved over the course of several contacts and therefore the additions don't necessarily carry a logical "flow".

As an effort to both follow the spirit and the letter of the contract, I seek the feedback of the PFC. If I was to offer a very short version of my understanding, it would be that: the items listed in the 2<sup>nd</sup> and 4<sup>th</sup> paragraphs are issued upon hire, the expectation is for those items to be maintained using the \$500 clothing allowance and if purchased with said allowance, after 3y of employment, those items would be the property of the officer.

Some of Article 17 is simply arbitrary. The third paragraph could be read a couple of ways. If read literally, it implies that the equipment in the 4<sup>th</sup> paragraph would be replaced "as needed". However, I consider the duty belt and associated gear to be part of the duty uniform and therefore the 3<sup>rd</sup> paragraph is intended to cover changes to the uniform (i.e. a new Taser) which would be at the Chief's discretion and the City's expense. While not clearly written, I understand items damaged (not merely worn-out) in the course of duty or by a third party would also be replaced at the City's expense.

Please see Article 17 below. I welcome any feedback or questions relating to my interpretation of it.

Thank you!



#### **ARTICLE 17 CLOTHING AND EQUIPMENT ALLOTMENT AND ALLOWANCE**

First year officers will be provided the following clothing and equipment allotment upon

hiring:

For full time officers: two (2) long sleeve shirts, two (2) short sleeve shirts, two (2) pairs trousers, , one (1) winter cap, one (1) three season jacket, one (1) high visibility rain coat, one (1) tie, one (1) tie clasp, (1) trouser belt, one (1) Sam Browne belt, one (1) name plate, summer baseball style cap and one (1) external vest carrier.

The City will also initially provide the employees, and the City will replace as needed in the discretion of the Chief of Police, the following equipment, and officers shall not deviate in make, model, style design or substitute items without the approval of the Chief of Police and Police and Fire Commission during the course of his or her employment:

Service weapon, holster, handcuffs, handcuff case, magazines, double magazine pouch, key ring and strap, expandable baton and scabbard, shooting glasses, hearing protection, mouth guard, gun lock and key, protective vest, collar insignia, tie tack, whistle w/chain, coat shield, cap badge, shirt badge, patches and emblems, OC, OC carrying case, Taser holster, spare Taser cartridge pouch, radio, radio carrying case, plastic gloves, glove pouch, and USA flag pin.

All such items shall be considered the property of the Employer, and shall be returned to the Employer upon an Employee's termination of employment, whether by the Employer or the Employee for any reason.

An annual clothing allowance in the amount of \$500.00 for each full-time uniformed officer and is provided after their first year of employment thru the remaining duration of the contract.

A new employee shall receive their initial clothing allotment for the first calendar year and then shall receive a pro-rated portion for the remaining year to January 1. Thereafter, the clothing allowance shall be computed from January 1 through December 31.

No employee shall be entitled to draw more than one (1) uniform allotment or allowance per year. If a part-time employee is advanced to full time status, he or she shall be allowed only the difference between the two (2) allowances. The Employee shall receive no additional allotment of clothing or equipment from the City upon such advancement.

Employees shall receive a check in the amount of the appropriate clothing allowance in a separate check on the first regular payday after December 1 of any contract year.

Employees who terminate their employment prior to three (3) calendar years of employment shall be required to turn in to the City all issued clothing and equipment allotment, including all items purchased with their clothing allowance from the date of employment.

Employees shall be reimbursed for all uniforms, personal clothing, eye glasses or other items of equipment destroyed or damaged during the course of employment and requiring repair or replacement without utilizing their clothing allowance, provided the employee either turns in to the City the damaged items for repair or replacement or submits proof through a statement of repair charges. The employee shall apply to the Court for restitution to be made to the City in

appropriate cases where damaged uniforms or equipment has been caused by a third party during the course of the Employee's employment.

All items of clothing and equipment purchased by employees from the clothing allowance shall be prescribed by the Chief of Police and approved by the Police and Fire Commission. All items of clothing and equipment worn or utilized by an Employee during the course of his or her employment shall conform to specifications and standards as established and approved by the Chief of Police and Police and Fire Commission.