

POLICE AND FIRE COMMISSION MEETING AGENDA
WEDNESDAY, JUNE 03, 2026 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. Fire Department new member Erich Lueck. RECOMMENDATION: Approve of new member Erich Lueck.
5. Approval of open minutes May 06, 2026. RECOMMENDATION: Approve the May 06, 2026 open minutes of Police and Fire Commission.
6. Residency requirements of Commission members. RECOMMENDATION: Discussion with action to Common Council as appropriate.
7. Fire Department Expenses. RECOMMENDATION: Approve the May 2026 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 May 2026 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 retirement of Chief Brian Pulvermacher. RECOMMENDATION: Accept and approve the retirement of Police Chief Brian Pulvermacher.
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 §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, and pursuant to Wis. Stat §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (1) Discussion on Interim Police Chief, and (2) Police Chief search)

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 01, 2026 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
May 06, 2026 -6:30pm

President Ron Ross called the meeting to order at 6:30pm. Present: Commissioners Morgan Monohan, Ron Ross, Gary Podoll, and Keith Hess. Seated virtually: None. Absent: Denise Krentz. Also present: Police Chief Brian Pulvermacher, Fire Chief Doug Dewhurst, liaison Hill, and Berlin Journal: none. Public appearance: None.

Under welcoming to new Commissioner, the commission welcomed Gary Podoll.

Under elections of Officers for Commission: Hess motioned for Ron Ross to be President, for Denise Krentz to be Vice President, and Monohan motioned for Keith Hess to be Secretary. Ross seconded the motion which carried by voice vote.

Under approval of minutes, Ross moved to approve the open P&F Commission minutes of April 01, 2026. Monohan seconded the motion which carried by voice vote.

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

Under Fire Department reporting and updates Fire Chief Dewhurst explained there were 12 calls for last month, and 49 calls for the year. Maintenance issues, none. Upcoming events, none. Training, the department had sprinkler system training. The department also secured a \$3,000 grant for battery operated exhaust fan. Upcoming events, there will be a bike a-thon coming up later this month and the Memorial Day parade.

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

Police Chief Pulvermacher stated that the chart provided to the commission shows last month's calls. The chart shows that there were 175 traffic stops, 7 drug investigations, 9 welfare checks, 4 theft investigations, and 3 domestic abuse investigations. The chart indicates, traffic contacts have returned to normal levels. Theft reports continue to be lower with three of the four being retail related.

Under Police reporting and updates, Police Chief Pulvermacher explained one staff member completed 16hrs of ballistic shield training. One staff member completed 8hrs of evidence and property management training. One staff member completed 24hrs of highway drug investigation for patrol. Two staff members are scheduled to attend the ceremony at the law enforcement memorial in Madison on Friday. Two staff members are to attend a-ride training in May. The department has completed emergency vehicle operations and firearms training last month. There will be another firearms training planned for May. We still have not heard back on the small rural tribal body worn camera grant. Next month we will be presenting to the Common Council a new fee schedule for open records. Later this month we will be attending the bike a-thon and the Memorial Day parade.

Under old business: None.

Under new business: None.

At 6:47pm Podoll motioned to adjourn. Hess seconded the motion which carried by voice vote.

*Submitted by Stephanie Skivers
Administrative Assistant*

Next scheduled meeting will be Wednesday, June 3, 2026 at 6:30pm at the Berlin City Hall

Municipal LAW

& LITIGATION GROUP

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JAIME L. STAFFARONI
HAILEY R. LIPINSKI
SAVANNAH H. ZUZICK
STEPHEN J. CENTINARIO, JR.

March 20, 2026

Jessi Balcom, City Administrator
City of Berlin
108 N. Capron Street
P. O. Box 272
Berlin, WI 54923

**Re: Residence Requirements for Committees, Boards and Commissions
Legal Review**

Dear Ms. Balcom:

I received your request to outline which boards and commissions have state law residency requirements and which have local ordinance requirements. I have had an opportunity to carefully consider this matter.

Based upon my review, I note the following issues and my comments, questions, concerns and recommendations in this regard:

1. **Question:** by what criteria would we use for eligibility, if not business/property ownership?

Response: Instead of using language that permits only business owners to be eligible for Boards/Committees/Commissions, I recommend using more expansive language such as the definition used in Wis. Stat. § 62.23(1)(a) that identifies citizen members as "persons of recognized experience and qualifications." Thus, more "citizens" may qualify for these Boards/Committees/Commissions.

2. Below I have identified the City's Boards, Committees, and Commissions along with the applicable State and City residency requirements.

Board/Committee	State Law Residency Requirement	City Code Residency Requirement
City Council	Wis. Stat. § 62.09(2)(a): No person shall be elected by the people to a city office who is not at the time of election a citizen of the United States and of this state, and an elector	City Code § 2-6(a): No person shall be elected by the people to a city office who is not, at the time of his election, a citizen of the

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Jessi Balcom
 March 20, 2026
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	of the city, and in case of an aldermanic district office, of the aldermanic district, and actually residing therein.	United States and this state, and an elector of the city, and in case of a ward office, of the ward, and actually residing in such ward.
Board of Appeals	No	City Code <u>§ 2-327</u> : Except as otherwise specifically authorized by any ordinance hereunder, no person not a resident of and not residing in the city shall be appointed in a voting capacity to any city board or commission... Any board or commission member who moves from the city shall immediately be removed from such board or commission.
Board of Review	Wis. Stat. <u>§ 70.46(1)</u> : The board of review may by ordinance in lieu of the foregoing consist of any number of town, city or village residents.	See City Code <u>§ 2-327</u> :
Library Board	Wis. Stat. <u>§ 43.54(1)(a)</u> : Members shall be residents of the municipality, except that not more than 2 members may be residents of other municipalities.	City Code <u>§ 2-327</u> : The library board, pursuant to state law, may have up to two members who reside in towns adjacent to the city.
Oakwood Cemetery Board	No.	City Code <u>§ 2-401</u> : All appointees shall be residents of the city.
Committee on Aging	No.	City Code <u>§ 2-536</u> : The committee on aging shall consist of seven persons, five of which shall be residents of the city. The remaining two members may be nonresidents if such persons are actively employed in the city in a managerial position in the field of aging.
Community Development Authority	No.	See City Code <u>§ 2-327</u> :
Parks and Recreation Commission	No.	See City Code <u>§ 2-327</u> :
Plan Commission	Wis. Stat. <u>§ 62.23(1)(a)</u> :	City Code <u>§ 2-506</u> :

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Jessi Balcom
March 20, 2026
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	The commission shall always have at least 3 citizen members who are not city officials. Citizen members shall be persons of recognized experience and qualifications.	The plan commission shall consist of seven voting members...four of which are citizens of the city.
Police and Fire Commission	Wis. Stat. § 62.13(1): Each city shall have a board of police and fire commissioners consisting of 5 citizens, 3 of whom shall constitute a quorum.	City Code § 2-481: Shall consist of five citizens who are residents of the city, three of whom shall constitute a quorum.
Travel and Tourism Commission	No.	See City Code § 2-327:
Sewer and Water Commission	No.	See City Code § 2-327:

If you should have any questions or concerns regarding these matters, please do not hesitate to contact me.

Yours very truly,

MUNICIPAL LAW & LITIGATION GROUP, S.C.

Eric J. Larson

Eric J. Larson

EJL/SHZ/jd

cc: Brittani Majeskie, Deputy Clerk



BERLIN FIRE DEPARTMENT

226 Spring St.
Berlin, WI 54923



BERLIN FIRE DEPARTMENT ACCOUNTS PAYABLE MAY 2026

<u>ACCOUNT #</u>	<u>VENDOR</u>	<u>ITEM</u>	<u>AMOUNT</u>
340	Amazon	Wheels for Training Project	35.14
345	Fuelman	Fuel	322.42
380	DNR Supply	Fittings for Pump	72.59

**BERLIN FIRE DEPARTMENT
2026 BUDGET EXPENDITURES**

DATE: May 27, 2026
ACCOUNT #:52200

FIRE DEPARTMENT

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>	<u>EXP.</u>	<u>BALANCE</u>
110	Salaries	46,689.00	19,078.90	27,610.10
115	Meeting Pay	27,000.00	0,000.00	27,000.00
118	Fire Fighter Pay	44,663.00	22,559.80	22,103.20
127	Weekend Officer Pay	3,120.00	0,000.00	3,120.00
210	Professional Services	16,560.00	185.00	16,375.00
290	Contracts	4,365.00	498.41	3,866.59
310	Office Supplies	250.00	000.00	250.00
320	Publications	150.00	000.00	150.00
321	Dues	1,100.00	370.00	730.00
330	Conference/Training	4,000.00	0,000.00	4,000.00
340	Operating Supplies	6,350.00	1,111.99	5,238.01
345	Maintenance/Fuel	27,000.00	1,685.26	25,314.74
380	Equipment	17,750.00	5,557.72	12,192.28
390	Miscellaneous	2,000.00	0,000.00	2,000.00
819	Grant Match	6,000.00	(1,250.00)	7,250.00

Fire Incidents

May 1st, 2026 – May 27th, 2026

14 Calls

Year to Date Total Calls=64

Incident Number	Incident Date	Primary Incident Type	Location Address	Location Zip
26-0050	4/30/26	Accidental alarm	347 E Huron Street	54923
26-0051	5/2/26	Odor investigation	151 Leffert Street	54923
26-0052	5/6/26	Motor vehicle collision	413 Broadway	54923
26-0053	5/7/26	Structural involvement	111 E Franklin Street	54923
26-0054	5/8/26	Lift assist	603 SW Ceresco Street	54923
26-0055	5/8/26	Motor vehicle collision	Highway 49	54923
26-0056	5/9/26	Motor vehicle collision	Spring Street	54923
26-0057	5/9/26	Motor vehicle collision	Dakota Avenue	54923
26-0058	5/11/26	Accidental alarm	609 Broadway	54923
26-0059	5/12/26	Lift assist	603 SW Ceresco Street	54923
26-0060	5/16/26	Utility infrastructure fire	409 S Church Street	54923
26-0061	5/18/26	Structural involvement	W/ 182 Badger Drive	54940
26-0062	5/18/26	Fire / smoke alarm	289 E Huron Street	54923
26-0063	5/18/26	Motor vehicle collision	Highway 21	54923
26-0064	5/26/26	CO alarm	485 Hillside Drive	54923

POLICE AND FIRE COMMISSION MEETING

06/03/2026

BERLIN POLICE DEPARTMENT ACTIVITY EXTRACT

April 23, 2026 to May 23, 2026

153	Traffic Stops
2	OWI / Drug OWI arrest
6	Property Damage crash
1	Personal Injury crash
13	Drug Investigation (10 MJ, 1 MJ + other, 2 other)
7	Theft Investigation
0	Domestic Abuse Investigation
1	Emergency Detention (1 detention, 0 diversion)
12	Check Welfare

Statistic notes:

Traffic contacts were just below the average for 2026. Two of the property damage crashes were parking lot related and three of the others were intersection related. There was one crash with minor injuries reported this month. Theft reports were higher than average with two being retail theft related and two were theft of packages. There were no Domestic Abuse incidents this month.

