

**MEETING MINUTES
PUBLIC SAFETY COMMITTEE MEETING
AUGUST 3, 2015
GERMANTOWN VILLAGE HALL BOARD ROOM**

CALL: The meeting was called to order at 5:35 p.m. by Chairman Hughes.

ROLL CALL: Chairman Hughes, Trustees Daniels and Myers. Trustee Baum was absent and excused.

Also present were Police Captain Snow and Fire Chief Weiss.

PUBLIC COMMENT: no discussion.

APPROVAL OF MINUTES: a motion was made by Myers, seconded by Daniels, to approve the minutes of the June 15, 2015 Special Meeting and July 6, 2015 Public Safety Committee Meeting. Motion carried unanimously.

POLICE DEPARTMENT MONTHLY REPORT: Snow reported on the following:

- Traffic numbers are similar to last year's numbers
- Officers are actively working with the grants
- Daytime burglaries/motor vehicle thefts, all are under investigation
- K9 rummage sale will be held on Saturday, August 8, 2015, there has been a good community response with donations
- Abandoned 911 calls have increased mainly due to pocket dials and accidental calls, in-house files are kept on those calls to monitor repeat offenders

FIRE DEPARTMENT MONTHLY REPORT: Weiss reported on the following:

- numbers for emergency responses are staying about the same along with response times
- 3 civilian fire injuries from structure fire at McDonald's on County Line Road
- Also had structure fire on Cheyenne Ct.
- Cardiac arrest save on Country Aire
- New engine is in service
- Transmission repair done on ladder truck 1771

OVERTIME REPORTS FOR POLICE & FIRE DEPARTMENT: Snow reported that the police department's overtime numbers are close to last year's numbers, with a slight increase due to grant overtime and staffing shortage. He added the new officer was currently in Field Training and was anticipated to be on his own by late September or early October.

Weiss reported that the fire department numbers look better than last year, and that the POC numbers show an increase due to increased calls, otherwise overtime seems to be tracking normally.

POLICY UPDATES: Police Department - Snow advised the police department had none.

Fire Department - Weiss stated the fire department is continuing the process of rewriting their policies and this month's updated policies are in the packet and include 204.01 to 1001.03. Weiss advised the updated policies would be distributed to staff.

APPLICATION FOR DANCE LICENSE, ST. BONIFACE CONGREGATION, W204 N11940 GOLDENDALE ROAD, GERMANTOWN, SEPT. 4, 5 & 6, 2015 3:00PM - 12:00AM: a motion was made by Daniels, seconded by Myers, to forward the application for Dance License for St. Boniface to Village Board with a recommendation of approval. Motion carried unanimously.

REPLACEMENT FOR POLICE CLERK VACANCY: Snow advised the police clerk was resigning and the department was requesting to fill the position which duties include typing priority reports for the District Attorney's Office.

Discussion followed and no requirements with regards to wages or term limits were set with this request to fill a vacancy. A motion was made by Daniels, seconded by Myers, to forward this request to Village Board with a recommendation of approval. Motion carried unanimously.

REPLACEMENT FOR POLICE DETECTIVE VACANCY: Snow stated that Detective Miller had requested to leave his position as Detective with the department and return to patrol duties for personal reasons. Snow stated the 2 remaining detectives were handling all caseloads and the department was requesting to fill this vacancy as quickly as possible.

Discussion followed with Myers questioning whether there was a list from the last promotion process, Snow explained that list had expired and a new list was required. He added that the promotion would be made from within the department. No requirements with regards to wages or term limits were set with this request to fill a vacancy.

A motion was made by Daniels, seconded by Myers, to forward this request to Village Board with a recommendation of approval, motion carried unanimously.

INVOICE FOR REPAIRS TO TRUCK 1771 - FIRE DEPARTMENT: Weiss reported to the committee that the transmission on 1771 had gone out requiring repairs which had been completed. He stated there was enough money in the budget to cover the costs which totaled \$11,977.88 and was requesting approval for payment of these invoices.

A motion was made by Myers, seconded by Daniels, to forward this request to Village Board with a recommendation of approval to pay invoices from Inland Power Group #1462271-00 for \$4227.88 and #1464078 for \$7750.00 for a total of \$11,977.88 from account 10-522-530-5500 for transmission repairs to Unit 1771. Motion carried unanimously.

EMERGENCY LIGHTING FOR FIRE CHIEF NEW VEHICLE: Weiss advised he had received 3 bids for emergency lighting on his new vehicle, with those bids coming from General Communications, General Fire Equipment and Brent Biedenbender. Weiss stated General Communications did not have all the items needed, Brent Biedenbender was not insured and used after-market equipment, so he was requesting to go with the bid from General Fire Equipment at \$9991.96 which was under budget.

A motion was made by Myers, seconded by Daniels, to forward this purchase request to Village Board with a recommendation of approval for the purchase of emergency lighting from General Fire Equipment in the amount of \$9991.96 which includes install of radios, computer and cradle point system from account 40-522-570-8520. Motion carried unanimously.

UPDATED AND NEW POSITION DESCRIPTIONS - FIRE DEPARTMENT: Weiss advised that in the event the referendum passes this fall, the department would require updated job descriptions and job

descriptions for the new positions that would be created. He added that experience and educational requirements had been updated and he had the Village Administrator look over the changes. The updated job descriptions include Assistant Chief, Captain, Firefighter/Motor Pump Operator, Firefighter/Paramedic, and Fire Inspector.

A motion was made by Myers, seconded by Daniels, to forward the updated and new position descriptions to Village Board with a recommendation of approval. Motion was amended by Myers, seconded by Daniels, to have the updated and new job descriptions reviewed by the labor attorney also. Amended motion and original motion carried unanimously.

NEXT MEETING: Zabel requested that next month's agenda include repainting left turn lines on the two left turn lanes at Rivercrest and County Line Road by McDonald's. Myers advised he would talk to the Highway Commissioner the following day to see if he could take care of that repainting project.

Hughes advised next month's meeting would take place on Monday, September 21, 2015 at the Village Hall Board Room at 5:30 p.m. or 6:00 p.m., and he would verify the time with the Clerk's office.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:05 p.m.

Recorded by,

Julie L. Barth
Secretary