

MEETING MINUTES
PUBLIC SAFETY COMMITTEE MEETING
FEBRUARY 1, 2016
VILLAGE HALL BOARD ROOM

CALL: The meeting was called to order at 5:40 p.m. by Chairman Hughes.

ROLL CALL: Chairman Hughes and Trustee Baum. Chairman Hughes appointed Trustee Zabel to sit in so there would be a quorum present. Trustee Daniels arrived at 5:57 p.m. and Zabel stepped down at that time. Trustee Myers was absent and unexcused.

Also present were Police Captain Snow and Fire Chief Weiss.

PUBLIC COMMENT: no discussion.

APPROVAL OF MINUTES: a motion was made by Baum, seconded by Zabel, to approve the minutes of the January 4, 2016 Public Safety Committee Meeting. Motion carried unanimously.

POLICE DEPARTMENT MONTHLY REPORT: Snow reported on the following:

- December's report gave a good overview of the year's numbers and showed increases in Reported Crimes, Non-Criminal Calls and Calls for Service
- Annual report for 2015 is underway
- Ongoing investigations include the theft of cheese which media has been following

FIRE DEPARTMENT MONTHLY REPORT: Weiss reported on the following:

- Received grant for portable water tank which has been ordered
- 3 members received certification as CPR instructors and will be providing classes to the community at a cost of \$50 per person
- He will be writing an AED (Automatic External Defibrillator) plan for the community which would qualify Germantown as a Heart Safe designation if 2000 people become certified, an app on their phones could be used as an alert
- Noted the department had responded to several structure fires and had a cardiac save

OVERTIME REPORTS FOR POLICE & FIRE DEPARTMENT: Snow advised that three recent hires had completed their Field Training and were now scheduled in staffing helping to bring the department closer to full staff. An increase in overtime will still be present due to a current staffing shortage of two officer positions which are in the process of being filled.

Weiss reported that overtime was tracking normally and some of the overtime is the result of sending three members through Fire I training.

POLICY UPDATES:

Police Department - Snow advised the police department was updating the following policies as it moves forward in the accreditation process:

- 1.23 Off Duty Conduct
- 1.24 Officer Bill of Rights
- 2.07 Secondary Employment

Zabel noted that secondary employment appears limited as stipulated in the policy and questioned whether Village employment comes first. Snow stated that the department does not accommodate

for secondary employment, the work schedule for the department comes first. He added that secondary employment must be approved by the Chief.

Fire Department - Weiss advised the fire department is rewriting their policy manual and he has 2 new policies for review:

- 0102.07 Progressive Discipline
- 0102.08 Complaint Matrix

Weiss stated that the Progressive Discipline policy is a standard in the organization and the Complaint Matrix categorizes discipline. He added that copies of these policies are provided to the union for their review and input, and policies are reviewed during the training process. Weiss stated that if concerns are brought forward they are assessed for possible changes to the policies.

UPDATE ON FIRE DEPARTMENT STAFFING: Weiss advised they were implementing a new staffing schedule for POC members which would consist of 3 days on followed by 7 days off, then 4 days on followed by 7 days off. He stated there would be 3 groups following this rotation which would allow better off time on weekends and would be more attractive to the POC personnel, reducing burnout. Weiss also advised this work schedule would reduce the amount of equipment on the road responding to calls which would save on wear and tear of the equipment. He went on to explain the different types of responses to various calls and what equipment is used. Weiss also stated that weekend staffing would be changed with 2 firefighter/EMT's on Saturdays 6:00AM - 6:00PM, 2 on from 6:00PM until Sunday 6:00AM, and 2 on Sunday, 6:00AM - 6:00PM.

Trustee Daniels arrived at this time, 5:57 p.m., and Trustee Zabel stepped down.

Weiss continued with discussion and stated these staffing changes would be effective February 22, 2016. He said these changes are the first step in trying to work out staffing issues and the changes would also create some savings to the Village. Weiss added that he would be coming before the committee at a later date asking for three additional personnel.

ANIMAL FANCIER LICENSE THROUGH DECEMBER 31, 2016 FOR JOHN SCHWARZ, W140 N13914 COUNTRY AIRE DRIVE: Hughes advised a letter had been received from a neighbor of the applicant, Mr. Schwarz, but that neither party was present at tonight's meeting. Daniels stated that the letter indicated there had been an attack between the dogs where the owner seemed to be injured. Snow stated that according to police records, the fight was between the dogs and the blood present was also from the dogs, no one else was injured. He added that there were several other complaints dating back some time regarding dogs at large incidents, but the only recent complaint was the dogs fighting.

Baum made a motion that a decision on this application should be deferred until the applicant is able to appear before the committee. Motion was seconded by Daniels. Hughes advised that since this item is being postponed, a motion would not be necessary.

PURCHASE NEW AMBULANCE - FIRE DEPARTMENT: Weiss advised he is requesting to purchase a new ambulance to replace Ambulance 53, a 2001 light duty unit. He explained that the unit he is requesting to purchase is different from the older style ambulances and does not use the International cab/chassis. The new style, which is a Ford F450 or 550 4WD or similar unit, can have the box removed when it comes time for replacement, and the box would be placed on a new cab/chassis which can save over \$100,000. The approximate total cost for the new ambulance would be \$229,500 and would include computer, stretcher, radio, painting and installation. Weiss added this estimate was from one vendor, the purchase would need to go to bid if approved. He

added that he was also recommending that they sell Ambulances 53 and 56 which could bring in about \$21,000 and they would consider using these funds to then purchase a power lift if approved.

Discussion followed with Baum questioning whether the current ambulances could be updated by moving the boxes onto new cab/chassis, Weiss stated they could not due to being a different style. Daniels stated he was not completely sold on this option and wondered how the boxes would hold up over time. He also asked how the mechanics felt about working on the new style, Weiss responded they would prefer the International but this style would still be ok to work on. Baum also asked how long these ambulances would last, Weiss stated they should last about 10-15 years.

A motion was made by Baum, seconded by Daniels, to forward this purchase request to Village Board with a positive recommendation. Motion carried unanimously.

PURCHASE FIVE RECLINERS FOR FIRE STATION 2 - FIRE DEPARTMENT: Weiss stated the department was requesting to purchase five recliners for Fire Station 2 from Fire Station Outfitters for a total cost of \$3375.00. He said the current furniture being used was from donations and hand-me-downs and is in need of replacement. Weiss added the recliners are made specifically for fire stations and can withstand hard use. He also advised the department would like to spend \$500 for a dining table/chairs and wall mount for the television. Weiss stated the items would be purchased from account 10-522-570-8100 and was under budget.

Discussion followed with Baum stating he would not support this purchase, Daniels stated he understands that the fire department works under a different type of working environment and he would support the purchase request. A motion was made by Daniels, seconded by Baum, to forward this purchase request to Village Board with a positive recommendation. Motion carried 2-1 with Hughes and Daniels voting aye, Baum voting nay.

NEXT MEETING: Next meeting date set for Monday, March 7, 2016 at 5:30 p.m. at the Village Hall Boardroom.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:26 p.m.

Recorded by,

Julie L. Barth
Secretary