

**VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022**

MEETING:

PUBLIC SAFETY COMMITTEE

DATE AND TIME:

MONDAY, MAY 2, 2016 5:30 p.m.

LOCATION:

**VILLAGE HALL BOARD ROOM
N112 W17001 MEQUON ROAD**

- I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.
- II. **ROLL CALL:** Chairperson Hughes, Trustees Baum, Daniels and Myers.
- III. **PUBLIC COMMENT:** *Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there be a three minute time period, per person, with time extensions per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received. However, NO ACTION will be taken under public comments.*
- IV. **APPROVAL OF MINUTES:** April 4, 2016 Regular Meeting
- V. **REPORTS:**
 - A. Police Department
 1. Monthly
 - B. Fire Department
 1. Monthly
 - C. Overtime Reports
 1. Police Department
 2. Fire Department
 - D. Policy Updates
 1. Police Department:
 - a. New: 6.35; Trespassing, Arrest and Removal
 2. Fire Department:
 - a. 0203.17 Water Supply Maple Terrace MHP (Hilltop Drive)
 - b. 0201.03 Non-Emergency Response – Apparatus Response
 - c. 0204.04 Medical Examiner Notifications - Incident Involving the Medical Examiner
 - d. 0204.05 Alerts (EMS) - Trauma, Stroke and STEMI Alert Policy

VI. **UNFINISHED BUSINESS:** None

VII. **NEW BUSINESS:**

All license approvals to be conditional upon compliance of all code violations/requirements and monies owed to the village paid prior to issuance of licenses in addition to any other conditions noted.

A. **"Class B" Fermented Malt Beverage and Intoxicating Liquor Licenses**

1. Aldo's Pizza & Pub, LLC, Dwayne Ketterer, Agent, 584 Jordan Circle, Colgate, WI 53017, d/b/a **Aldo's Pizza & Pub**, W156 N11058 Pilgrim Road, Germantown, WI 53022. (includes an outside dining area of approximately 30 feet in front of building to be open until 10:00 p.m.; an outside extension into the parking lot for a Classic Car Cruise Night on Tuesdays from 5:00 p.m. to 9:00 p.m. from July 1, 2016 through September 30, 2016 and from May 25, 2017 through June 30, 2017.
2. Barley Pop Brew Haus, LLC, Deborah Reinbold, Agent, 1388 Parkview Drive, Hubertus, WI 53033, d/b/a **Barley Pop Pub & Restaurant**, N116 W16137 Main Street, Germantown, WI 53022. (includes Brew Haus and fenced outside extension on north side of building to be open until 10:00 p.m. and outside extension July 4, 2016 from the east end of the building to the western end, all the way to the sidewalk, during the July 4th parade beginning at noon and open until 10:00 p.m.).
3. Blackstone Creek Golf Club Ltd., Troy D. Schmidt, Agent, N105 W14467 Wilson Circle, Germantown, WI 53022, d/b/a **Blackstone Creek Golf Club**, N112 W17300 Mequon Road, Germantown, WI 53022. (includes golf course property of 187 acres)
4. Bubs on Main, LLC, Scott H. Pecor, Agent, 306 W. Ravine Baye, Bayside, WI 53217, d/b/a **Bubs Irish Pub**, N116 W16218 Main Street, Germantown, WI 53022.
5. Blazin Wings, Inc., Jillian Cabanatuan, Agent, N96 W20309 County Line Rd., Germantown, WI 53022, d/b/a **Buffalo Wild Wings**, N96 W17990 County Line Road, Germantown, WI 53022 (includes attached patio with hours restricted between 10:00 p.m. and 8:00 a.m.)
6. Maple Road, LLC, Radomir Buzdum, Agent, N9661 Boje Ct., Watertown, WI 53094, d/b/a **Buzdum's Pub & Grill**, W188 N10515 Maple Road, Germantown, WI 53022. (Includes an outdoor patio area and bleacher area until 9:00 p.m.).
7. ERJ Dining III, LLC, Paul S. Thompson, Agent, 6812 W. Greyhawk Court, Franklin, WI 53132, d/b/a **Chili's Grill & Bar**, N96 W18640 County Line Road, Germantown, WI 53022.
8. Eastern Kettle Moraine Moose Lodge #1238, Dan Frailing, Agent, 4602 N. 126th St., Butler, WI 53007, d/b/a **E.K.M. Moose Lodge #1238**, W198 N10217 Appleton Avenue, Germantown, WI 53022. (includes outside pavilion 22' x 20', and open area for Lodge picnics including buildings to be open until 10:00 p.m.).

VII. **NEW BUSINESS continued:**

9. Florian Park, Inc., Ryan Rahl, Agent, 311 Preserve Way, Colgate, WI 53017, d/b/a **Florian Park Conference & Event Center**, N111 W18611 Mequon Road, Germantown, WI 53022. (includes outside premise Willow Path, Willow Gardens, and Willow Point on south end of Willow Pond to be open until 10:00 p.m. and outdoor designated smoking area to the north of property).
10. JK GAM, LLC, Jon R. Gamroth, Agent, N104 W15303 Donges Bay Road, Germantown, WI 53022, d/b/a **Gamroth's Kuhburg Junction**, W140 N10385 Fond du Lac Avenue, Germantown, WI 53022.
11. Germantown American Legion Post #1, Inc., James A. Heimann, Agent, 2584 Country Aire, Cedarburg, WI 53012, d/b/a **Germantown American Legion Post #1**, N120 W15932 Freistadt Road, Germantown, WI 53022.
12. Northridge Automotive Enterprises, Inc., David L. Iverson, Agent, N166 W19523 Ravens Way, Jackson, WI 53037, d/b/a **Ivee's at Main**, W157 N11618 Fond du Lac Avenue, Germantown, WI 53022. (includes outside patio in front of building until 10:00 p.m.)
13. La Chimenea LLC, Ricardo Jimenez, Agent, 3625 W. Orchard Street, Milwaukee, WI 53215, d/b/a **La Chimenea**, N112 W15251 Mequon Road, Germantown, WI 53022. (includes 1100 sq. ft. outside patio to be open until 10:00 p.m.)
14. Lone Star, LLC, Karen Ann Pritzlaff, Agent, W204 N11912 Goldendale Road, Germantown, WI 53022, d/b/a **Lone Star**, W204 N11912 Goldendale Road, Germantown, WI 53022. (includes horseshoe courts, path, outside fenced area to be open until 10:00 p.m., and outside front porch area)
15. Metro Cigars, LLC, Jennifer Lynn Groh, Agent, 1671 Holy Hill Lane, Hubertus, WI 53033, d/b/a **Metro Cigars, LLC**, W182 N9606 Appleton Avenue #104, Germantown, WI 53022
16. Nardo's, Inc., Christopher R. Mastronardo, Agent, 445 Wildwood Ridge, Colgate, WI 53017, d/b/a Nardo's **Passport Inn**, W204 N11498 Goldendale Rd., Germantown, WI 53022. (includes 8' x 55' outside area to be open until 10:00 p.m.)
17. G-town Pub, LLC, Craig Braidigan, Agent, 2385 Scenic Hill Trail, Richfield, WI 53076, d/b/a **The Public House**, W207 W10466 Appleton Ave, Germantown, WI 53022
18. Robin L. Bird, LLC, Robin L. Bird, Agent, W188 N13367 Maple Road, Richfield, WI 53076, d/b/a **Sports Corner Bar & Grill**, W187 N12793 Fond du Lac Avenue, Germantown, WI 53022. (includes outside volleyball courts and smoking room to be open until 10:00 p.m.)
19. Christine A. Brockman, W157 N11638 Fond du Lac Avenue, Germantown, WI 53022, d/b/a **Tiny T's**, W157 N11638 Fond du Lac Avenue, Germantown, WI 53022. (includes fenced outside premise on July 4, 2016)

B. **Class "B" Fermented Malt Beverage and "Class C" Wine Licenses**

1. Zhengren Zheng, N111 W16424 Esquire Ct., Germantown, WI 53022, d/b/a **China Kitchen**, N112 W16560 Mequon Road, Germantown, WI 53022

VII. **NEW BUSINESS continued:**

2. Hung Hao LLC, Hung D. Lu, Agent, N109 W12628 Coneflower Cir., Germantown, WI 53022, d/b/a **Hung Hao Restaurant**, N112 W15800 Mequon Road, Germantown, WI 53022

C. **Class "B" Fermented Malt Beverage Licenses**

1. Marko's Pizza of Germantown, Inc., Mark Caldwell, Agent, 3041 Nostalgic Ct., Hubertus, WI 53033, d/b/a **Marko's Pizza**, W156 N9664 Pilgrim Road, Germantown, WI 53022

D. **"Class A" Fermented Malt Beverage and Intoxicating Liquor Licenses**

1. Cost Plus, Inc., Michelle A. Pawkekenicz, Agent, 2627 N. 94th Street, Wauwatosa, WI 53226, d/b/a **Cost Plus World Market**, N96 W18970 County Line Road, Germantown, WI 53022
2. Colgate Gas, Inc., Didar Singh, Agent, W150 N7248 Paseo Lane, Menomonee Falls, WI 53051, d/b/a **County Line BP**, N96 W21962 County Line Road, Germantown, WI 53022
3. Kwik Trip, Inc., Bethany A. Ohde, Agent, 6639 W. Bonniwell Road, Mequon, WI 53097, d/b/a **Kwik Trip #631**, W188 N10963 Maple Road, Germantown, WI 53022.
4. Ultra Mart Foods, LLC., Patricia L. Chastain, Agent, W63 N238 Fairfield Street, Cedarburg, WI 53012, d/b/a **Pick 'n Save #6357**, N112 W16200 Mequon Road, Germantown, WI 53022
5. Sendik's Germantown LLC, Theodore Balistreri, Agent, 5566 N. Diversey Blvd., Whitefish Bay, WI 53217, d/b/a **Sendik's Food Market**, N112 W15800 Mequon Road, Germantown, WI 53022
6. Wal-Mart Stores East, LP, Duane C. Van Straten, Agent, 1212 Lily Ave., West Bend, WI 53090, d/b/a **Wal-Mart #1515**, W190 N9855 Appleton Avenue, Germantown, WI 53022

E. **Class "A" Fermented Malt Beverage Licenses**

1. Kwik Trip, Inc., Bethany A. Ohde, Agent, 6639 W. Bonniwell Road, Mequon, WI 53097, d/b/a **Kwik Trip #631**, W188 N10963 Maple Road, Germantown, WI 53022
2. B & B, Inc. of Milwaukee, Asif Vadsaria, Agent, W151 N11492 Potomac Cir., Germantown, WI 53022, d/b/a **Quick Pick Food Mart**, N128 W21760 Holy Hill Road, Richfield, WI 53076

F. Rifle Sight Purchase – Police Dept.

G. Replacement of Police Officer

H. Furniture Purchase – Police Dept.

I. Discussion on Line Item 10-522-570-8100 – Miscellaneous Equipment Expenditures – Fire Dept.

VIII. **NEXT MEETING:** Set June 2016 Meeting Date and Time

IX. **ADJOURNMENT:**

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service please contact the Village Clerk at (262)250-4740 at least 2 days prior to the meeting.

NOTICE is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.

**MEETING MINUTES
PUBLIC SAFETY COMMITTEE MEETING
APRIL 4, 2016
GERMANTOWN POLICE DEPARTMENT ANNEX**

CALL: The meeting was called to order at 5:32 p.m. by Chairman Hughes.

ROLL CALL: Chairman Hughes and Trustees Baum and Daniels. Trustee Myers arrived at 5:46 p.m.

Also present were Police Chief Hoell, Police Captain Snow and Fire Chief Weiss.

PUBLIC COMMENT: no discussion.

APPROVAL OF MINUTES: a motion was made by Baum, seconded by Daniels, to approve the minutes of the March 7, 2016 Public Safety Committee Meeting. Motion carried unanimously.

A motion was made by Baum, seconded by Daniels, to go to item F under New Business, Application for Fireworks User Permit to Lynn Grgich. Motion carried unanimously.

APPLICATION FOR FIREWORKS USER PERMIT, JULY 4, 2016 FIREMAN'S PARK, LYNN GRGICH: Lynn Grgich was present for this discussion. A motion was made by Baum, seconded by Daniels, to forward this application for fireworks user permit for July 4th at Fireman's Park to Village Board with a recommendation of approval. Motion carried unanimously.

POLICE DEPARTMENT MONTHLY REPORT: Hoell reported on the following:

- 2 new officers started today, P.O. Schulz and P.O. Spreiter, and the department will be at full staff when the officers have completed their Field Training
- The department is investigating an armed robbery which occurred at Walgreens, suspect was identified within 2 hours of posting his photo on Facebook
- Homicide charges have been filed against the driver of the fatal car vs. bicycle accident
- The department participated in the Law Enforcement Explorer Challenge at Milwaukee Police Department
- Severe weather awareness week is coming up and the department will participate in the tornado drills on Thursday, April 14th

FIRE DEPARTMENT MONTHLY REPORT: Weiss reported on the following:

- 155 fire inspections for the month, will be around 300 for this month, they do approximately 1000 inspections every 6 months
- Grant for portable water tank and training
- 2 firefighters attending MPO training and nearing completion
- 2 firefighters have passed EMT training
- Brush truck repairs/updates will be completed by Friday
- Daniels requested clarification on Class B vs. Class A inspections
- Weekend crews are doing Knox Box maintenance

OVERTIME REPORTS FOR POLICE & FIRE DEPARTMENT: Police Department - Hoell advised that reimbursements from the state for officer overtime are still pending causing the overtime report to look higher than it is.

Fire Department - Weiss advised the department is tracking as expected and overtime costs have decreased from March 2014 to present. Their numbers for the month were higher than previous due to off time and vacations.

POLICY UPDATES: Police Department - Hoell reported that the Police Department has none.
Fire Department - Weiss reported that the Fire Department has none.

PURCHASE REPLACEMENT 911 SYSTEM - POLICE DEPARTMENT: Communications Supervisor Schmidt stated the department had sought 3 bids for the 911 system for three police department consoles and received bids from AT&T, Baycom and Intrado for all hardware, software, instant recall, analytics, installation and training costs. AT&T provided a bid of \$128,392.54 which did not include all of the requested items; Intrado provided a quote of \$126,199.04 but they sell a V-VIPER system and a VESTA system is preferred; Baycom provided a quote of \$136,842.02. Schmidt advised the department would prefer to use Baycom for this purchase, their bid was complete and included everything that was requested. Schmidt added that there would be additional costs associated with this purchase as it gets implemented, but would still remain within budget.

A motion was made by Baum, seconded by Daniels, to forward this purchase request to Village Board with a recommendation of approval for the purchase of a replacement 911 system through Baycom for \$136,842.02, account 40-521-570-8460. Motion carried unanimously.

Trustee Myers arrived at this time, 5:46 p.m.

PURCHASE UPGRADE TO BUILDING SECURITY AND SURVEILLANCE SYSTEM - POLICE DEPARTMENT: Communications Supervisor Schmidt advised there was \$50,000 budgeted for the maintenance and upgrade of the security and surveillance system for the police department and annex building, which includes 13 cameras, video server, client workstation, audio and video recording systems in 3 interview rooms and an additional monitor in the communications center. Schmidt stated the upgrades were started during the 2009 remodel project and said her preference would be to stay with the same vendor who started the project and is familiar with the system, H&S Protection. Schmidt advised they provided a quote of \$46,658.00 for the upgrade.

A motion was made by Baum, seconded by Myers, to forward this purchase request to Village Board with a recommendation of approval for the upgrade of building security and surveillance system through H&S Protection Systems for \$46,658.00, account 40-521-570-8450, which would include replacing and upgrading 13 cameras, the video server and the client workstation, a 40" monitor for communications center, audio/video recording systems for 3 interview rooms. Motion carried unanimously.

DISCUSSION/ACTION ON RE-CHASSIS AMBULANCE VS NEW AMBULANCE - FIRE DEPARTMENT: Weiss advised that the budget allows for the purchase of a new ambulance in an amount not to exceed \$250,000. He then explained that instead of purchasing a new ambulance he would like to re-chassis two ambulances in an effort to increase the lifespan of the fleet. Weiss added he has been doing some checking on the costs and believes he can get 2 ambulances refurbished for approximately \$270,000. He said he would like to get a formal bid that would not exceed \$270,000 and understands he would need to get Board approval for the additional cost of \$20,000.

Weiss went on to explain the process used for re-chassis and that the cost would cover everything but the new striping. He stated that radios would be transferred along with computers.

A motion was made by Myers, seconded by Daniels, to forward this item to Village Board with a positive recommendation to spend \$270,000 to revamp/re-chassis two of the current ambulances instead of purchasing a new ambulance for \$250,000 which was approved during the budget process, with the Board to determine where the additional \$20,000 will come from.

Discussion followed with Baum questioning whether the old ambulance could be sold to provide some of the additional funds needed for the re-chassis process, Weiss explained that the County had approached him about using the old ambulance as a rehab unit for the county's use, and they would cover all maintenance costs. Weiss was also questioned about warranties for this process, he did not have the numbers at this time but indicated he believed standard warranties were used.

Motion to approve carried unanimously.

DEPUTY FIRE POSITION - FIRE DEPARTMENT: Weiss advised he is requesting a fulltime deputy chief which is a new position to replace the POC Deputy Chief position left vacant by Maury's retirement. He said he would like to open the position to fulltime firefighters and fill it with a promotion; the position would receive a 10% increase to their base pay which would increase it to \$68,330, and the position is an exempt position with no overtime offered. Weiss stated that the position would assist with administrative duties, support and training. He noted that if this request is approved by Village Board, he would post the position and the applicants would appear before the Police & Fire Commission. Hughes questioned whether this matter had been discussed with the Village Attorney, Weiss stated a meeting was being held on the 12th and he would discuss it at that time.

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

Hughes requested that this item not be placed on the consent agenda, he would like the Board members to have an opportunity to discuss it further.

DISCUSSION ON INTERFACULTY TRANSPORTS: Weiss advised that he is looking into the possibility of their rescue squads being used for transports from Community Memorial Hospital to patient homes when the patients are discharged. He said he is waiting for state approval and a response from Community Memorial Hospital. Weiss went on to explain the program, stating it would be an additional source of revenue for the Village and there would always be a unit available in the Village for emergencies. Weiss said if the program is approved, they would be starting with ER patients and if that works out satisfactorily, they would progress to patients that have been admitted. He also advised they are only looking at Germantown residents at this time.

NEXT MEETING: Next meeting date set for Monday, May 2, 2016 at 5:30 p.m. at the Village Hall Boardroom.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:17 p.m.

Recorded by,

Julie L. Barth
Secretary

IV C

Overtime Report for Police & Fire Departments

2016 Year to date through:

10-Apr-16

2016						2015			
Empl #	Employee Name	Total OT Hours Paid	Total Cost of OT Paid	Total OT Hrs to Comp	Time off Hours	Total OT Hours Paid	Total OT Hrs to Comp	ANNUAL Total of OT hours worked	ANNUAL Total OT to Pay
Police Dept									
90	Ball, Brian	32.50	1,922.70	17.00	25.50	24.50	82.50	107.00	1,407.16
92	Bloch, Ryan	49.75	2,646.20	11.50	17.25	145.25	50.25	195.50	7,501.44
141	Borden, Ray	6.00	327.78	15.50	23.25	68.50	105.00	173.50	3,636.32
115	Case, Robert	93.50	4,973.27	0.00	0.00	338.50	16.13	354.63	17,481.83
153	Jones, Matthew	40.50	1,584.36	6.00	9.00	0.00	0.00	0.00	0.00
101	Jones, Shawn	17.50	930.83	0.00	0.00	311.75	99.75	411.50	16,100.33
88	Laux, Kevin	17.25	917.53	8.25	12.38	92.25	145.13	237.38	4,764.25
142	Marten, Shawn	129.25	6,874.81	6.75	10.13	87.75	156.38	244.13	4,531.85
102	Mikulec, Dan	27.00	1,160.33	14.00	21.00	148.50	164.63	313.13	7,023.31
152	Miller, Timothy	8.50	452.12	0.00	0.00	159.00	42.75	201.75	8,211.56
86	Moschea, Daniel	4.50	239.36	24.75	37.13	166.00	124.88	290.88	8,573.07
138	Olson, Toni	48.25	2,635.90	28.00	42.00	116.50	125.25	241.75	6,184.40
137	Pesch, Justin	74.75	2,924.22	4.00	6.00	0.00	40.88	40.88	0.00
133	Pierce, Catherine	4.00	156.48	35.75	53.63	0.00	12.75	12.75	0.00
96	Pierzchalski, David	108.25	5,757.82	0.00	0.00	337.75	165.38	503.13	17,443.10
98	Rechlicz, Justin	14.00	744.66	14.75	22.13	162.75	133.88	296.63	8,405.22
136	Rollinger, Kevin	0.00	0.00	17.75	26.63	13.25	32.63	45.88	503.24
121	Schubert, Matthew	36.75	1,954.73	0.50	0.75	104.50	40.13	144.63	5,396.90
89	Schulz, Zachary	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
97	Spreiter, Jared	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128	Stieve, Jeffrey	0.00	0.00	19.00	28.50	83.50	170.63	254.13	4,312.36
99	von Bereghy, Darren	69.25	2,976.02	12.00	18.00	224.50	106.13	330.63	10,617.73
Total Police			39,179.09					*	132,094.06
Annual Budget			95,000.00						95,000.00

State Aid Reimbursement 289.76 4.25.2016
Hunting/Concealed Carry Permit 0.00 4.25.2016

Total year end actual = \$1: \$ 168,155.29
* (difference from report due to personnel changes)
2015 State Aid Reimb \$25,091.02
2015 'Hunting/Concealed Carry Permit 0.00

Note: Overtime hours to comp are reflected in regular wages

Fire Dept - Full Time									
*	523 Delain, John	160.50	5,229.09	0.00	0.00	473.25	0	473.25	15,418.49
*	563 Rossman, Craig	225.25	7,338.65	33.50	50.25	381	0	381	12,412.98
*	593 Smith, Steve	51.25	1,669.73	7.50	11.25	99.25	13.125	112.375	3,233.57
Fire Dept Regular Part-time									
		over 60				over 60			
		Hrs over 60	@ Reg Rate	Over 80 hrs	True OT cost	Hrs over 60	@ Reg Rate	Over 80 hrs	True OT Cost
**	625 Goetz, Steve	5.25	92.61	24.00	635.04	229	4,039.56	33.00	9,108.59
**	617 Hass, Thomas	43.25	762.93	34.75	919.49	1122	19,792.08	445.50	32,890.28
**	605 Rodriguez	398.50	6,678.86	316.50	7,956.84	1574	26,380.24	848.75	47,456.74
**	653 Asmondy	324.50	5,438.62	349.36	8,225.91	1144	19,173.44	311.50	29,242.64
					17,737.28	118,698.25			

Effective July 24, 2013 - POC's over 53 hours/week

	Hrs over 53	2015 Cost	2015 Hours	2015 Cost	Overtime True Costs through:
***	576 O'Shea, Vicky				01.17.2016
***	629 McCullough, Jim				
***	639 Rammel, Brian				
***	650 Harris, Tim				
***	653 Asmondy, Robert		14.50	455.45	
***	658 Silvis, Pete		8.75	354.53	
***	660 Schodron, Kevin				
***	669 Zemlicka-Retzlaff, Jake				
***	673 Neu, Jeremy				
	total POC overtime	0.00	0.00	23.25	809.98
*	Full time, hours are over and above the 20 normal overtime hours reflected in their base wages				
**	Part time hours worked over and above 60 normal hours in two weeks. Some of which are paid at 1.5 times				

THRU 4.10.16 40136.11

268,461.53

Budget -- included within general wages
Total Fire Dept - OT wages paid through 12.31.15 129,824.98
Total Fire Dept - OT wages paid through 12.31.14 207,125.76

V D 1

BUSINESS OF THE PUBLIC SAFETY COMMITTEE
GERMANTOWN, WI

MEETING DATE: 05-02-2016

AGENDA ITEM: Policy Updates

ITEM TITLE: Policy Updates

SUBMITTED BY: Capt. Mike Snow

SUMMARY EXPLANATION:

New Policy:

6.35; Trespassing, Arrest and Removal

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER_____

RECOMMENDATION:

BOARD ACTION:



POLICY & PROCEDURE

GERMANTOWN POLICE DEPARTMENT

SUBJECT: **TRESPASSING: ARREST AND REMOVAL**

SCOPE: All Department Personnel
DISTRIBUTION: Policy & Procedure Manual

REFERENCE: WI State Statutes: §175.403, §943.14

NUMBER: 6.35

ISSUED: 04/05/2016

EFFECTIVE: 04/12/2016

☐ RESCINDS

☐ AMENDS

WILEAG 4TH EDITION

STANDARDS: N/A

INDEX AS: Criminal Trespass to Dwellings

PURPOSE: The purpose of this Policy & Procedure is to provide guidance for members of the Germantown Police Department to ensure compliance with Wisconsin State Statute requirements regarding criminal trespass to dwellings; arrest and removal.

This Policy & Procedure consists of the following numbered sections:

- I. DEFINITIONS
- II. POLICY
- III. PROCEDURES

I. DEFINITIONS

A. Criminal trespass to Dwellings:

1. "Dwelling" means a structure or part of a structure that is used or intended to be used as a home or residence by one or more persons to the exclusion of all others. For the purposes of this policy, a dwelling meets that definition regardless of whether the dwelling is currently occupied by a resident.

2. Whoever intentionally enters or remains in the dwelling of another without the consent of some person lawfully upon the premises or, if no person is lawfully upon the premises, without the consent of the owner of the property that includes the dwelling, under circumstances tending to create or provoke a breach of the peace, is guilty of a Class A misdemeanor.

II. POLICY

- A. It is the policy of the Germantown Police Department to remove a person(s) from a dwelling when probable cause exists to arrest that person(s) for a violation of criminal trespass to dwellings.

III. PROCEDURES

- A. When officers receive a complaint of trespassing they shall first determine if there is a violation of §943.14: Criminal Trespass to Dwelling. In making this determination, the complainant does not need to be on the premises when the trespass occurs. However, the trespass by a person(s) must be under circumstances that tend to create or provoke a breach of the peace.
 1. This process involves only a complaint regarding dwelling(s); trespass to land/property/premises (non-dwellings) is not included for purposes of this Policy & Procedure.
- B. If probable cause exists to make an arrest for this violation, the person(s) shall be removed from the dwelling.
 1. If a person(s) has any lease, rental agreement, or a tenant relationship with the complainant, no probable cause exists nor shall these circumstances be used as an eviction process.
- C. In most instances but depending on the overall circumstances of the event, the investigating officer should make an arrest. Depending upon all factors such as other charges, a warrant(s) for arrest, etc., the following may be done:
 1. Taking the person(s) into physical custody and transporting for processing.
 2. A referral to the District Attorney's Office for a misdemeanor charge.
 3. Issuing a citation under Village Ordinance 9.943.14, Criminal Trespass to Dwelling.
- D. If the person(s) has left the scene and is not able to be located, the investigating officer may still seek misdemeanor or municipal charges as noted above.

Peter G. Hoell
Chief of Police

This Policy & Procedure cancels and supersedes any and all previous written directives relative to the subject matter contained herein.

Initial 04/05/2016

Business of the Public Safety Committee

Germantown, WI

Fire Department

Meeting Date: May 2, 2016

Agenda item: Policy Updates

Item Title: Policy Update

Submitted By: Gary L. Weiss, Fire Chief

Summary Explanation:

New Fire Department Policy

1. 0203.17 Water Supply Maple Terrae MHP (Hilltop Drive)
2. 0201.03 Non-Emergency Response – Apparatus Response
3. 0204.04 Medical Examiner Notifications - Incident Involving the Medical Examiner
4. 0204.05 Alerts (EMS) - Trauma, Stroke and STEMI Alert Policy

Attachment: Ordinance_____ Resolution_____ Other X_____

Policy and informational letter of explanation that was sent to all firefighters.

Requested Action:

N/A



0203.17 Water Supply Maple Terrace MHP (Hilltop Drive)

Chapter: II Emergency Operations

Subject: 02 Water Supply-Maple Terrace MHP (Hilltop Dr.)

Topic: 06 Water Supply

A. PURPOSE

To provide guidance to department members concerning establishing a water supply for structure fire at the Maple terrace MHP (W211 N11863 Hilltop Drive).

B. SCOPE

This guideline applies to all members.

C. TERMS AND DEFINITIONS

None

D. GUIDELINE

The Maple Terrace MHP has no reliable water supply for structure fires, Effective immediately the following policy shall be followed by all GFD firefighters.

First in Engine: When responded to a structure fire a 5" supply line will be laid (reference Policy/SOG # 0203.11)

Since there are no fire hydrant the line will be laid on from Hilltop Drive.

First in Tender: The first in Tender will set up for water supply operations at the entrance road. Note: Do not Block Hilltop Drive or the access road.

Second In Engine: Position to pump the supply line from draft of the portable tank. Note: Try not to block Hilltop Drive.

APPROVAL


Gary L. Weiss, Fire Chief

Effective Date: April 19, 2016



0203.17 Water Supply Maple Terrace MHP (Hilltop Drive)



END-



Fire Department Memo

From the office of Fire Chief Gary L. Weiss

To; All Fire Department Members
Subject: Non-emergency Response
Date: April 11, 2016

Within the fire service emphasis has always been on “response times” although there is a lack of understanding on how this began and no direct correlation study outcomes. A change of the overall culture to focus on how a very minimal decrease in response time impacts outcomes when evaluated against risk to the general public and responders when responding with lights and sirens must be considered by any proactive organization. It is our job, as a public service agency to reduce the liability to the Village where we can.

Excerpts from research support this position. (No legitimate research can be found to support light and sirens on every response).

- ❖ EMS crashes account for an estimated fatality rate of 12.7 per 100,000 workers. This is higher than the national average.
- ❖ The money loss derived from emergency medical vehicle collisions include property damage, increased insurance premiums and liability payments in some venues have eclipsed that of other negligence related EMS problems.
- ❖ A 1993 article cites nationally that only twenty percent (20%) of emergency medical responses result in a patient with an acute medical emergency. Of those patients, approximately five percent (5%) are such of a life threatening nature to justify the use of light and sirens during the response. Obviously, there are certain high-acuity calls that require a timely response, for example Trauma Alerts, Stroke Alert and STEMI Alerts. In those instances emergency response is justified, but they occur with less frequency than the majority of lower acuity calls that are not time sensitive. To treat every response as though it's a cardiac arrest put our responders and the public in danger.
- ❖ The only recommended national standard is listed under NFPA 1701 which recommends that BLS arrives on scene within four (4) minutes ninety percent (90%) of the time and ALS arrive within 8 (8) minutes ninety percent (90%) of the time.
- ❖ Most importantly *“the mission of the fire department is to protect lives and property.”* We cannot fulfill our mission by having or causing crashes en route to calls.

Understanding this information the attached policy shall be followed by all members of the fire department. Along with this policy we will be collecting data and evaluating response times and



Fire Department Memo

From the office of Fire Chief Gary L. Weiss

outcomes for 3 months. This data will be utilized to determine if we need to determine to adjust this policy by reducing or expanding the non-emergency response policy.

Reference

<http://www.jems.com/articles/2013/02/great-ambulance-response-time-debate.html>



0201.03.1 NON-EMERGENCY RESPONSE

Chapter: II Safety

Subject: 02 Apparatus Response

Topic: 06 Non-Emergency Response

A. PURPOSE

To provide guidance to department members concerning responding non-emergency

B. SCOPE

This guideline applies to all members.

C. TERMS AND DEFINITIONS

Non-Emergency Response-following normal traffic control.

D. GUIDELINE

1. The following incidents, certain unit shall respond non-emergency. While we are responding non-emergency to the listed incident, crews still are required to don their protective equipment and “get-out” of the station without delay.
 - a) Motor Vehicle Accident-No Injuries/Air Bag Deployment
 - First due Ambulance and Chief Officer-Emergency Response.
 - All other units’ non-emergency.
 - b) Fire Alarms
 - First due Engine/ambulance and Chief Officer-Emergency Response.
 - All other units’ non-emergency.

NOTE: If advised via dispatch that the incident is a confirmed false alarm, all units will downgrade to non-emergency.
 - c) Water Flow Alarm
 - First due Engine/Ambulance and Chief Officer-Emergency Response.

NOTE: If advised via dispatch that it a false alarm, due to the fact that it’s a reported Water Flow Alarm, the first due Engine/Ambulance and Chief Officer will continue emergency response.
 - d) Dumpster Fire
 - First due Engine/Ambulance and Chief Officer-Emergency Response
 - All other units non-emergency



0201.03.1 NON-EMERGENCY RESPONSE

- e) Brush Fire
 - First due Engine, Brush and Chief officer-Emergency Response
 - All other units' non-emergency.
- f) Reported small spill/debris as a result of a MVA.
 - All units non-emergency, unless specifically requested by the PD for an emergency response.
- g) CO Incident without a Victim
 - First Due EMS Unit (ambulance or ERS Unit) only emergency response.
- h) Police Assist
 - Non-Emergency response unless otherwise directed by PD.

Regarding EMS Calls and non-emergency response. Other than the incidents listed above, the senior crew member on the ambulance can decide the mode of response taking into consideration the information received via dispatch. For example on a lift assist incident, consider the call and decide on the mode of response.

At any time the responding Chief Officer can upgrade or downgrade the response mode at their discretion.

APPROVAL G. Weiss
Gary L. Weiss, Fire Chief

Effective Date: May 3, 2016

END-



Fire Department Memo

From the office of Fire Chief Gary L. Weiss

To: All Fire Department Members
Subject: Incident Involving the Medical Examiner
Date: April 11, 2016

There has been some confusion regarding incidents that involve the Medical Examiner. This mem and accompanying policy is designed to resolve any misunderstanding and to clarify the policy of the GFD.

Upon arrival at an incident where it is determined that the patient does not meet the criteria to be resuscitated the following shall take place.

- Limit the amount of FD personnel that enter the room, this is considered a crime scene until otherwise determined by the GPD.
- Do not disturb the scene except for what is necessary to evaluate the patient.
- Gather the necessary information for the EMS report.
- Provide the PD a list of whom from the GFD entered the area.
- Give the PD a brief verbal report of what was done to determine the victim did not meet the criteria to be resuscitated. *I.e. The patient was cold to touch and rigor mortis was present.*
- At this point the EMS Unit shall go available and return to quarters.
- Complete your report at the station and fax a copy to the Medical Examiner's Office and the Germantown Police Department (the same day, preferable within 60 minutes). Both fax numbers are located in the main copy machine at station 2 and the copier at station 1. Be sure to document all GFD members that were on the scene.
- It is understood that at times the EMS Unit may need to remain on the scene due to unusual circumstances, this should be at the Police Officer's request and should be the exception not the standard. This shall be documented in the EMS report including the Officer's names and why.



0204.04 MEDICAL EXAMINER NOTIFICATIONS

Chapter: II Medical Response

Subject: 02 Medical Examiner Notifications

Topic: 06 Medical Examiner Reporting

A. PURPOSE

To provide guidance to department members concerning reporting to the County Medical Examiner and Germantown Police Department.

B. SCOPE

This guideline applies to all members.

C. TERMS AND DEFINITIONS

None

D. GUIDELINE

1. One it has been determined that the patient does not meet the criteria to be resuscitated the following procedures shall be followed:

- a) Limit the amount of FD personnel that enter the room, this is considered a crime scene until otherwise determined by the GPD.
- b) Do not disturb the scene except as needed to evaluate the patient(s).
- c) Gather necessary information to complete the report.
- d) Provide the PD a list of GFD members who entered the "crime scene" area
- e) Provide a brief verbal report of what methods were utilized to determine the patient(s) did not meet the resuscitation criteria.

I.e. The patient was cold to touch and rigor mortis was present.

- f) At this point the EMS Unit shall go available and return to the station. Complete the EMS report (the same day, preferably within 60 minutes) and fax a copy to the GPD and Medical Examiner's Office. The fax number for both agencies in the main copier at both stations.



0204.04 MEDICAL EXAMINER NOTIFICATIONS

- g) It is understood that at times the EMS Crew can complete the EMS report in a timely manner while on the scene (in the ambulance) and leave a copy with the GPD for the Medical Examiner. The EMS unit, if in the central area of the Village may complete the rpt on scene under the following provisions:
1. The EMS unit is available for call.
 2. The EMS unit exits the crime scene area to complete the report.
 3. The location of the call is in the central Village area
 4. Once the report is complete the EMS unit departs the scene.
- h) It is understood that at times the EMS Unit may need to remain on the scene due to unusual circumstances, this should be at the Police Officer's request and shall be the exception not the standard. This shall be documented in the EMS report as to why along with the Officers name.

APPROVAL Gafuller
Gary L. Weiss, Fire Chief

Effective Date: May 3, 2016

END-



Fire Department Memo

From the office of Fire Chief Gary L. Weiss

To: All Fire Department Members
Subject: Trauma, Stroke and STEMI Alert policy
Date: April 11, 2016

If an effort to increase the time CMH has for Trauma Alert, Stoke Alert and STEMI Alerts the following is an overview of the policy that will be followed by the GFD. A copy of the policy is attached.

Once you have determined that the patient meets the criteria for an ALERT, the dispatch center will be notified to phone CMH with the type of Alert notification. This notification will be logged in the Hot Comments Section by dispatch of the alert. The EMS Unit will follow-up with patient information/status once stabilized as soon as practically possible.

If the EMS crew can notify the ED prior to moving the patient to the ambulance and not distracting from patient care they may provide the notification in lieu of requesting dispatch completing this task.

This has been endorsed by our Medical Director. Below is the email from Dr. Beyer.

"We are supportive of this initiative. Likewise, as it relates to STEMI patients, we would also want the EKG transmitted at the time of a STEMI alert so we can review and activate our cath lab team. We have been encouraging all of our pre-hospital providers to call as soon possible with initial information once a STEMI, Level 1 or 2 Trauma or Stroke alert is identified and then follow with a complete report en route to the hospital.

Thanks for your willingness to be proactive in helping us mobilize critical resources prior to a patient's arrival in the ED."



0204.05 ALERTS (EMS)

Chapter: II Medical Response

Subject: 02 Alerts. Trauma, Stroke and STEMI

Topic:005 Alerts

A. PURPOSE

To provide guidance to department members concerning notification of the ED related to Trauma, STEMI and Stroke Alerts (Alerts).

B. SCOPE

This guideline applies to all members.

C. TERMS AND DEFINITIONS

Alerts- A notification to the receiving hospital of a patient that meets a particular criteria.

ED- Emergency Department

D. GUIDELINE

- 1) Upon the determination that a patient meets the criteria for an Alert, the dispatch center will be notified via radio by the EMS crew or incident commander (if command is established) to call CMH ED and provide the Type/Level of Alert. The direct phone number to CMH ED is 262-253-5998.
 - a) Required information to CMH ED is the type of Alert and if the information is available the patient name and DOB (the patients name and DOB are not required but if it's on file it does help the ED to get the patient records).
 - b) If the EMS crew can notify the ED prior to moving the patient to the Ambulance, they may provide the notification in lieu of requesting dispatch completing this task. This should be listed in the EMS report.
 - c) This policy has been endorsed by our Medical Director.

Example of Phone Report: *"This is Germantown Dispatch, Ambulance 52 is worked a STEMI Alert, (if available the patient name and DOB can be provided), they will follow-up with patient info as soon as possible"*

- 2) The EMS crew will follow-up with a report to the ED with patient information/status as soon as practically possible.



0204.05 ALERTS (EMS)

- 3) The Dispatch Center will log the notification in the Hot Comments on Pro-Phoenix (this notification essential as the notification time is a State of WI reporting requirement).
- 4) It is understood that at times, due to location or communications issues contact with Dispatch may be difficult or impossible, but this should be the exception not the standard. If contact with dispatch is not possible it shall be listed in the EMS Report.

APPROVAL Gary L. Weiss
Gary L. Weiss, Fire Chief

Effective Date: May 3, 2016

-END-



0204.04 MEDICAL EXAMINER NOTIFICATIONS

Chapter: II Medical Response

Subject: 02 Medical Examiner Notifications

Topic: 06 Medical Examiner Reporting

A. PURPOSE

To provide guidance to department members concerning reporting to the County Medical Examiner and Germantown Police Department.

B. SCOPE

This guideline applies to all members.

C. TERMS AND DEFINITIONS

None

D. GUIDELINE

1. One it has been determined that the patient does not meet the criteria to be resuscitated the following procedures shall be followed:

- a) Limit the amount of FD personnel that enter the room, this is considered a crime scene until otherwise determined by the GPD.
- b) Do not disturb the scene except as needed to evaluate the patient(s).
- c) Gather necessary information to complete the report.
- d) Provide the PD a list of GFD members who entered the "crime scene" area
- e) Provide a brief verbal report of what methods were utilized to determine the patient(s) did not meet the resuscitation criteria.

I.e. The patient was cold to touch and rigor mortis was present.

- f) At this point the EMS Unit shall go available and return to the station. Complete the EMS report (the same day, preferably within 60 minutes) and fax a copy to the GPD and Medical Examiner's Office. The fax number for both agencies in the main copier at both stations.

MEMORANDUM

VH
A-E

TO: Public Safety Committee Members

FROM: Donna Hann, Deputy Clerk

DATE: April 27, 2016

SUBJECT: Liquor License Renewal Applications

Liquor License renewal letters were mailed from our Office in March and due on April 15th. **Please review the renewals listed on the agenda prior to the meeting.** Please state in the motion all license approvals to be conditional upon compliance of all code violations/requirements and monies owed to the village paid prior to issuance of licenses in addition to any other conditions noted. The license applications will be on the June 6, 2016 Village Board agenda for approval. An annual inspection or review is being conducted on all establishments by the Police Department and Fire Department. Our office is in the process of verifying that all real property taxes, personal property taxes and utility bills are current.

There was one new agent appointed during the renewal process for **Pizza Hut**, Barbara Awve, Agent Change of Agents going to the Village Board on May 2, 2016. There was one filed throughout the year for **Cost Plus World Market**, Michelle Pawlukiewicz, Agent; approved by the Police Chief and Village Board on August 15, 2015.

The following establishments have not submitted renewal applications and will be charged a \$100 late fee when received. If applications are received in time, they will be forwarded to the Committee on June 6th, and to the Village Board on June 20th for approval.

- Apple Works Winery/Behnke Estates LLC, d/b/a **Apple Works Winery**, W179 N12536 Fond Du Lac Ave
- Speedway LLC, d/b/a **Speedway #4465**, W178 N9653 Riversbend Ln.
- Speedway LLC, d/b/a **Speedway #4495**, W164 N11233 Squire Dr.
- NSM Enterprises LLC, d/b/a **Willow Creek BP**, W201 N10451 Appleton Ave.

The following establishments have outstanding charges to due to the Village.

- Blackstone Creek Golf Club, N112W17300 Mequon Rd; has delinquent personal property taxes due to the Village of \$1,433.30.
- Radomir Buzdum, d/b/a Buzdum's Pub & Grill, W188N10515 Maple Rd; has delinquent real estate taxes and interest of \$36,197.07 through April 30, 2016 for 2012, 2013, 2014. There is an additional delinquent amount of \$9,361.97 for 2015 taxes.

If you have questions on any of these applications, please call me at 262-250-4740.

VII F

BUSINESS OF THE PUBLIC SAFETY COMMITTEE
GERMANTOWN, WI

MEETING DATE: May 2nd, 2016

AGENDA ITEM: New Business

ITEM TITLE: Rifle Sight Purchase

SUBMITTED BY: Chief Peter Hoell 

SUMMARY EXPLANATION:

The current rifle sights that we have from EoTech have been found to be defective in certain weather conditions. During some testing in extreme cold weather conditions, the sight picture fogged up and officers were unable to see what they were shooting at. In other testing the red dot sight became like a star and there was not a clear sight picture.

We are requesting to purchase 29 Trijicon #2200006, Red Dot sights to replace the 30 sights that we are sending back to EoTech for a full refund. We have received our first refund check (\$7,967) for the first 20 sights sent back. We will be sending an additional 10 sights back once we receive the new Trijicon sights for an approximate refund of \$4,000. The refunded money from EoTech will cover the cost of the new Trijicon sights. The purchase price is \$411.81 per sight, a total of 29 sights for \$11,942.49. The sights will be purchased from Kiesler's Police Supply, Inc.

These sights are an instrumental part of the rifle because they allow for officers to acquire a sight alignment picture quickly when in stressful encounters.

According to the Finance Department, the refund will be placed in revenue, account number 10-480-489-9600. The expenditure will be taken from account number 10-521-570-8100, Misc. Equipment.

ATTACHMENT: ORDINANCE___ RESOLUTION___ OTHER_X___

RECOMMENDATION:

To send the Village Board a positive recommendation to purchase the rifle sights from Kiesler's Police Supply.

Authorized Signature

VII 6

PUBLIC SAFETY COMMITTEE
GERMANTOWN, WI

MEETING DATE: May 2nd, 2016
AGENDA ITEM: New Business
ITEM TITLE: Replacement of Police Officer
SUBMITTED BY: Chief Peter Hoell *PH*

SUMMARY EXPLANATION:

PO Tim Miller has submitted his letter of resignation after 21 years of distinguished service. PO Miller has been hired as the Chief of Police for the Village of Stratford. PO Miller's last day of employment will be May 2nd, 2016. I would strongly encourage approval for the replacement of this position. We currently have a Police Officer eligibility list that we could draw officer candidates from.

Attached you will find 2012 Law Enforcement Agency comparable charts for Washington, Ozaukee, Milwaukee and Waukesha counties. This document is 3 years old, but still valid. Even though I feel the police department is a very effective police agency, we are by no means staff heavy. Studying comparables, we are generally on the low to medium end. In Wisconsin for 2012, the average officer ratio per 1000 population is 2.21. Our staffing ratio is in the area of 1.6 officers per 1000 population.

2016 Starting pay of an officer is \$54,246.40

For 2016 at full patrol officer staffing, there will be: 5 officers assigned to dayshift
6 officers assigned to second shift 6 officers assigned to third shift

In the event the police department would lose a position, highlighted are some of the potential problems/issues we would encounter.

The patrol officer position is thin. Our minimum staffing is such that on dayshift we utilize support services staff to help with patrol as needed. Second and third shifts routinely have time periods where all squads are busy and the other agencies are not available for mutual aid. The second shift Detective routinely goes out on the road to help where needed.

The 3 Detectives are broken down as 2 general investigators and 1 Detective Sergeant. Our annual reports highlight our high activity in this section of the PD and there is no room for cuts to staffing.

The SRO's are largely funded by the school district and any cuts would result in patrol staff now responding to the schools for calls for service.

This leaves the drug officer position. The drug officer is assigned from the patrol unit on a 2-year assignment with the possibility of a 1 year extension. The maximum assignment therefore would be 3 years. After reviewing our 2015 final December monthly report I think you will find this position to be highly productive. I would also like to note that Germantown continues to experience drug overdose deaths, and a spike in prescription abuse.

The bottom line, a loss of a sworn position will be the loss of 2080 plus hours of police work in a year. As I first stated, this department has been effective and efficient with the staff we have. If our officer to population ratio were higher, a reduction could be more easily absorbed.

Regardless of the decision to replace this position, the police department will strive to maintain "Excellence in Police Service" for the Germantown residents and for those who work and visit.

Attached are the Employee Vacancy Justification worksheet, 2012 Police Agency comparables, and the Organizational chart (Effective July 1st 2015) and job description for Officers.

ATTACHMENT: ORDINANCE____ RESOLUTION____ OTHER x

RECOMMENDATION:

For the Public Safety Committee to send a positive recommendation to the Village Board in favor of filling the Police Officer vacancy.

EMPLOYEE VACANCY JUSTIFICATION WORKSHEET

All positions left vacant by retirement, quitting, or termination need to complete the following worksheet before the vacant position may be advertised or filled. This worksheet shall not pertain to temporary, seasonal, and sworn public safety employees.

Vacancy Justification Worksheet

Position to be filled: **Police Officer**

Department: **Police Department**

Pay: **Annual Starting Pay: \$54,246.40**

How long were the previous personnel in position: **21 Years**

Deferred for a period of time? Yes ☐ No: ☒

Why: PO Tim Miller has submitted his letter of resignation after 21 years of distinguished service. PO Miller has been hired as the Chief of Police for the Village of Stratford. PO Miller's last day of employment will be May 2nd, 2016.

Attached you will find 2012 Law Enforcement Agency comparable charts for Washington, Ozaukee, Milwaukee and Waukesha counties. This document is 3 years old, but still valid. Even though I feel the police department is a very effective police agency, we are by no means staff heavy. Studying comparables, we are generally on the low to medium end. In Wisconsin for 2012, the average officer ratio per 1000 population is 2.21. Our staffing ratio is in the area of 1.6 officers per 1000 population.

Transferred or shared with existing staff: Yes ☐ No: ☒

Why: **Same as above.**

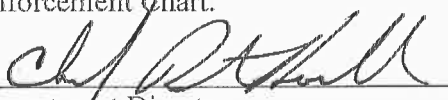
Consolidated with another position? Yes ☐ No: ☒

Why: **No other position to consolidate with.**

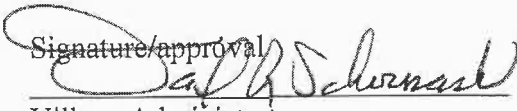
Privatized/Contractual?: Yes ☐ No: ☒

Why: **Same as above**

** Attach current job description and department organizational chart and Full-time Law Enforcement Chart.


Department Director

4-12-16
Date

Signature/Approval


Village Administrator
Signature/Approval

4-13-16
Date

April 11, 2016

Dear Chief Hoell,

Please accept this letter as formal notification that I am resigning from my position as police officer with the Village of Germantown Police Department. My last day will be Monday, May 2, 2016.

I wish to thank you, all of the members of the Germantown Police Dept. (past and present), members of the village government (past and present), and the community of Germantown for the opportunity to serve this village the last 21+ years. The time spent serving this community as a law enforcement officer has molded me into the person that I am today and greatly prepared me for the next phase of my law enforcement career. The training and experience I have gained here is the direct reason that I have been hired as the Chief of Police for the Village of Stratford, WI. Police Department.

I can attest that without the opportunities provided by you and this police department, I would not be in this position today. I resign from this police department with a heavy heart, leaving behind friends and co-workers that I will miss dearly.

My hope is that I will be able to continue to use you and other members of the Germantown Police Department as mentors and knowledgeable resources to assist me in my future career as a Chief of Police. Thank you again for all that you have done for me.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Timothy R. Miller', written over a horizontal line.

Timothy R. Miller

JOB TITLE Officer Assigned to Patrol

ORGANIZATIONAL UNIT Patrol Officer

ORGANIZATIONAL RELATIONSHIP

Reports to Shift Commander

SPECIFIC DUTIES AND RESPONSIBILITIES

An officer assigned as Patrol Member shall have the following duties and responsibilities:

1. Deter or detect unlawful activity by effective patrol of assigned areas, either on foot or in an automobile.
2. Investigate assigned incidents, completing formal police reports to document facts and to provide an official record of the incident.
3. Provide assistance to victims (eg., crime, accident, fire, etc.) to safeguard their health and well-being.
4. Maintain physical fitness to enable self to perform strenuous activity as required.
5. Check the premises of businesses, industries, and/or residences in patrol area for signs of break-in or other irregularities in order to protect persons and property.
6. Respond to citizen requests for information promptly and courteously, maintaining good public relations.
7. Enforce state statutes and village ordinances.
8. Enforce traffic laws and ordinances by stopping/citing violators to ensure compliance with traffic laws and to promote safe driving habits.
9. Promptly answer radio calls from the radio dispatch center and respond as quickly and safely as possible. Such assignments will include but are not limited to the following:
 - a. Traffic accident investigation.
 - b. Criminal incidents/investigations.
 - c. Miscellaneous service calls.

- d. Collection and preservation of evidence at any crime or accident scene.
- 10. utilize non-assigned service time for criminal and traffic preventive patrol.
- 11. Maintain equipment and uniform in a neat orderly fashion and maintain a groomed appearance in compliance with applicable Standard Operating Procedures.
- 12. Inspect the assigned police vehicle for required equipment and any unreported damage prior to leaving the police compound.
- 13. Execute arrest and search warrants, issue warning notices and parking and traffic citations.
- 14. As required, appear in court to give sworn testimony, knowledge and/or observations.
- 15. Be alert for conditions affecting the safe and expeditious use of the roadways within the assigned beat. Take remedial measures when these conditions are adverse.
- 16. Participate in Department-sponsored inservice training in order to maintain and enhance professional skills and knowledge.
- 17. Prepare criminal complaints, fingerprint cards, reports and photographs in conjunction with arrests.
- 18. Maintain a working knowledge of all Police Department rules, regulations, Standard Operating Procedures and General Orders.
- 19. Perform related work as required.

DESIRABLE SKILLS, KNOWLEDGE AND ABILITIES

Must meet all of the requirements established by the Police and Fire Commission.

Basic certification from Wisconsin Training and Standards as "police officer".

Ability to react quickly and effectively to problem situations.

Appendix D-4

Ability to exhibit initiative, problem solving capacity, effective judgement, and imagination in coping with complex situations.

Ability to demonstrate mature judgement in deciding to make an arrest, give a warning, or use force.

Ability to tolerate stress in a multitude of forms.

Ability to maintain a balanced perspective in the face of constant exposure to the worst side of human nature.

Desire to maintain and improve the welfare of the community through law enforcement and preventing crime.

Ability to establish and maintain good democratic relationships with the public.

Table 1: Full-Time Law Enforcement Employees by County, 2012

Agency	Population	Full-Time Sworn Employees				Full-Time Civilian Employees				Total Full-Time	
	2011	Male	Female	Total	Rate/ 1,000	Male	Female	Total	Rate/ 1,000	Total	Rate/ 1,000
Oconto County											
Gillet PD	1,380	4	0	4	2.9	0	0	0	0.0	4	2.9
Oconto Co SO	28,722	26	0	26	0.9	13	18	31	1.1	57	2.0
Oconto Falls PD	2,876	4	1	5	1.7	4	1	5	1.7	10	3.5
Oconto PD	4,490	8	0	8	1.8	0	1	1	0.2	9	2.0
County Total	37,468	42	1	43	1.1	17	20	37	1.0	80	2.1
Oneida County											
Minocqua PD	4,361	8	1	9	2.1	0	5	5	1.1	14	3.2
Oneida Co SO	19,520	32	6	38	1.9	16	33	49	2.5	87	4.5
Rhineland PD	7,756	14	3	17	2.2	0	3	3	0.4	20	2.6
Three Lakes PD	2,120	3	1	4	1.9	0	0	0	0.0	4	1.9
Woodruff PD	2,044	5	0	5	2.4	0	1	1	0.5	6	2.9
County Total	35,801	62	11	73	2.0	16	42	58	1.6	131	3.7
Outagamie County											
Appleton PD	73,243	95	13	108	1.5	0	25	25	0.3	133	1.8
Fox Valley Metro PD	20,372	27	3	30	1.5	0	4	4	0.2	34	1.7
Freedom Pd	5,877	2	0	2	0.3	0	0	0	0.0	2	0.3
Grand Chute PD	21,048	24	4	28	1.3	0	4	4	0.2	32	1.5
Hortonville PD	2,728	4	1	5	1.8	0	1	1	0.4	6	2.2
Kaukauna PD	15,561	23	1	24	1.5	0	1	1	0.1	25	1.6
Oneida Tribal PD	23,000	17	2	19	0.8	4	5	9	0.4	28	1.2
Outagamie Co SO	45,747	66	5	71	1.6	54	60	114	2.5	185	4.0
Seymour PD	3,472	5	0	5	1.4	0	0	0	0.0	5	1.4
Shiocton PD	927	0	1	1	1.1	0	0	0	0.0	1	1.1
County Total	211,975	263	30	293	1.4	58	100	158	0.7	451	2.1
Ozaukee County											
Cedarburg PD	11,436	19	0	19	1.7	8	5	13	1.1	32	2.8
Grafton PD	11,481	21	0	21	1.8	0	7	7	0.6	28	2.4
Mequon PD	23,178	31	5	36	1.6	2	6	8	0.3	44	1.9
Ozaukee Co SO	21,411	62	12	74	3.5	10	11	21	1.0	95	4.4
Port Washington PD	11,272	18	1	19	1.7	0	5	5	0.4	24	2.1
Saukville PD	4,459	10	1	11	2.5	0	2	2	0.4	13	2.9
Thiensville PD	3,242	7	0	7	2.2	0	0	0	0.0	7	2.2
County Total	86,479	168	19	187	2.2	20	36	56	0.6	243	2.8
Pepin County											
Pepin Co SO	4,663	7	0	7	1.5	5	5	10	2.1	17	3.6
Pepin PD	831	1	0	1	1.2	0	0	0	0.0	1	1.2
County Total	5,494	8	0	8	1.5	5	5	10	1.8	18	3.3

Table 1: Full-Time Law Enforcement Employees by County, 2012

Agency	Population	Full-Time Sworn Employees				Full-Time Civilian Employees				Total Full-Time	
	2011	Male	Female	Total	Rate/ 1,000	Male	Female	Total	Rate/ 1,000	Total	Rate/ 1,000
Walworth County											
Bloomfield PD	6,301	6	1	7	1.1	0	0	0	0.0	7	1.1
Darien Village PD	1,585	3	0	3	1.9	0	1	1	0.6	4	2.5
Delavan PD	8,492	17	1	18	2.1	2	3	5	0.6	23	2.7
Delavan Town PD	5,305	9	2	11	2.1	0	1	1	0.2	12	2.3
East Troy PD	4,297	5	2	7	1.6	0	0	0	0.0	7	1.6
East Troy Town PD	4,036	6	0	6	1.5	6	0	6	1.5	12	3.0
Elkhorn PD	10,118	13	2	15	1.5	0	3	3	0.3	18	1.8
Fontana PD	1,678	6	0	6	3.6	0	1	1	0.6	7	4.2
Geneva Town PD	5,011	6	0	6	1.2	0	1	1	0.2	7	1.4
Genoa City PD	3,052	5	0	5	1.6	1	1	2	0.7	7	2.3
Lake Geneva PD	7,679	19	3	22	2.9	0	8	8	1.0	30	3.9
UW-Whitewater	0	10	3	13	0.0	0	2	2	0.0	15	0.0
Walworth Co SO	28,358	76	5	81	2.9	56	61	117	4.1	198	7.0
Walworth PD	2,826	6	0	6	2.1	0	1	1	0.4	7	2.5
Whitewater PD	14,769	19	5	24	1.6	0	10	10	0.7	34	2.3
Williams Bay PD	2,573	6	1	7	2.7	0	1	1	0.4	8	3.1
County Total	106,080	212	25	237	2.2	65	94	159	1.5	396	3.7
Washburn County											
Spooner PD	2,681	7	0	7	2.6	0	1	1	0.4	8	3.0
Washburn Co SO	13,231	13	1	14	1.1	7	10	17	1.3	31	2.3
County Total	15,912	20	1	21	1.3	7	11	18	1.1	39	2.5
Washington County											
Germantown PD	19,823	29	2	31	1.6	2	8	10	0.5	41	2.1
Hartford PD	14,277	24	1	25	1.8	0	4	4	0.3	29	2.0
Jackson PD	6,779	9	2	11	1.6	0	1	1	0.1	12	1.8
Kewaskum PD	4,020	7	0	7	1.7	0	1	1	0.2	8	2.0
Slinger PD	5,088	8	1	9	1.8	0	1	1	0.2	10	2.0
Washington Co SO	51,204	70	2	72	1.4	46	53	99	1.9	171	3.3
West Bend PD	31,195	53	1	54	1.7	2	16	18	0.6	72	2.3
County Total	132,386	200	9	209	1.6	50	84	134	1.0	343	2.6

Table 1: Full-Time Law Enforcement Employees by County, 2012

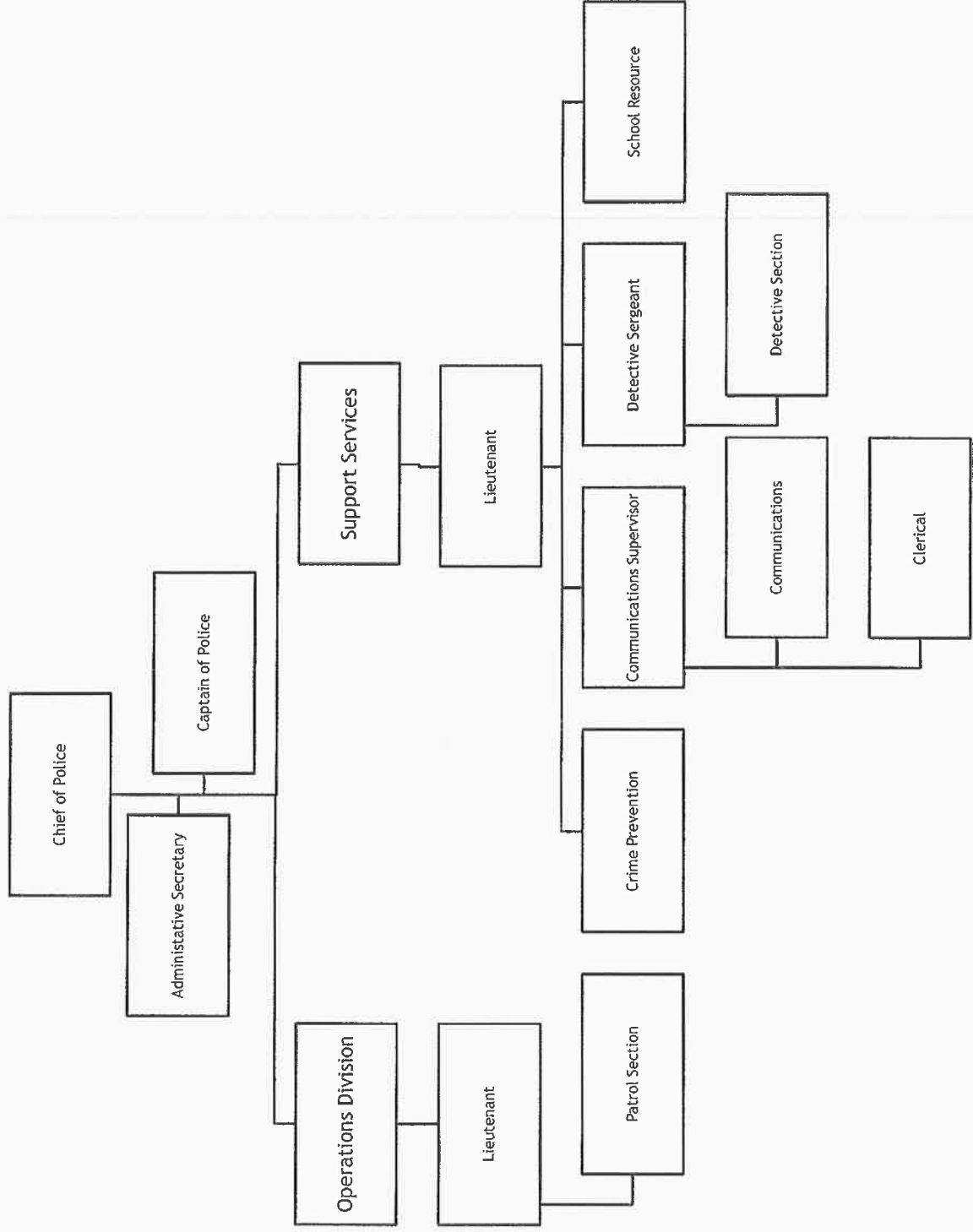
Agency	Population	Full-Time Sworn Employees				Full-Time Civilian Employees				Total Full-Time	
	2011	Male	Female	Total	Rate/ 1,000	Male	Female	Total	Rate/ 1,000	Total	Rate/ 1,000
Waukesha County											
Big Bend PD	1,293	2	1	3	2.3	0	0	0	0.0	3	2.3
Brookfield PD	38,001	56	8	64	1.7	1	16	17	0.4	81	2.1
Brookfield Town PD	6,129	12	0	12	2.0	0	1	1	0.2	13	2.1
Butler PD	1,846	7	0	7	3.8	0	1	1	0.5	8	4.3
Chenequa PD	591	8	0	8	13.5	0	1	1	1.7	9	15.2
Delafield PD	7,100	11	3	14	2.0	0	2	2	0.3	16	2.3
Eagle PD	0	2	1	3	0.0	0	0	0	0.0	3	0.0
Elm Grove PD	5,947	15	2	17	2.9	0	6	6	1.0	23	3.9
Hartland PD	9,136	14	2	16	1.8	0	2	2	0.2	18	2.0
Menomonee Falls PD	35,704	51	7	58	1.6	5	10	15	0.4	73	2.0
Mukwonago PD	7,370	14	0	14	1.9	0	7	7	0.9	21	2.8
Mukwonago Town PD	7,976	6	0	6	0.8	0	0	0	0.0	6	0.8
Muskego PD	24,187	33	5	38	1.6	0	7	7	0.3	45	1.9
New Berlin PD	39,669	61	5	66	1.7	0	11	11	0.3	77	1.9
North Prairie	2,145	0	0	0	0.0	0	0	0	0.0	0	0.0
Oconomowoc PD	15,792	21	1	22	1.4	0	6	6	0.4	28	1.8
Oconomowoc Town PD	8,427	9	1	10	1.2	0	2	2	0.2	12	1.4
Pewaukee PD	8,183	17	1	18	2.2	0	2	2	0.2	20	2.4
Summit PD	4,684	10	0	10	2.1	0	0	0	0.0	10	2.1
Waukesha Co SO	95,784	140	22	162	1.7	97	76	173	1.8	335	3.5
Waukesha PD	70,867	102	14	116	1.6	7	25	32	0.5	148	2.1
County Total	390,831	591	73	664	1.7	110	175	285	0.7	949	2.4
Waupaca County											
Clintonville PD	4,582	11	0	11	2.4	0	4	4	0.9	15	3.3
Manawa PD	1,377	2	1	3	2.2	0	0	0	0.0	3	2.2
Marion PD	1,267	3	0	3	2.4	0	0	0	0.0	3	2.4
New London PD	7,335	16	1	17	2.3	0	2	2	0.3	19	2.6
Waupaca Co SO	33,668	33	4	37	1.1	28	32	60	1.8	97	2.9
Waupaca PD	6,099	11	3	14	2.3	0	1	1	0.2	15	2.5
County Total	54,328	76	9	85	1.6	28	39	67	1.2	152	2.8
Waushara County											
Plainfield Pd	865	2	0	2	2.3	0	0	0	0.0	2	2.3
Waushara Co SO	21,401	22	2	24	1.1	12	16	28	1.3	52	2.4
Wautoma PD	2,221	5	0	5	2.3	0	1	1	0.5	6	2.7
County Total	24,487	29	2	31	1.3	12	17	29	1.2	60	2.5

Table 1: Full-Time Law Enforcement Employees by County, 2012

Agency	Population	Full-Time Sworn Employees				Full-Time Civilian Employees				Total Full-Time	
	2011	Male	Female	Total	Rate/ 1,000	Male	Female	Total	Rate/ 1,000	Total	Rate/ 1,000
Marquette County											
Endeavor PD	470	0	0	0	0.0	0	0	0	0.0	0	0.0
Marquette Co SO	11,172	30	6	36	3.2	0	2	2	0.2	38	3.4
MontelloPD	1,498	2	0	2	1.3	0	1	1	0.7	3	2.0
Oxford PD	608	0	0	0	0.0	0	0	0	0.0	0	0.0
Westfield PD	1,256	3	0	3	2.4	0	0	0	0.0	3	2.4
County Total	15,004	35	6	41	2.7	0	3	3	0.2	44	2.9
Menominee County											
Menominee Co SO	0	7	2	9	0.0	0	8	8	0.0	17	0.0
Menominee Tribal PD	4,348	22	2	24	5.5	10	8	18	4.1	42	9.7
County Total	4,348	29	4	33	7.6	10	16	26	6.0	59	13.6
Milwaukee County											
Bayside PD	4,411	12	2	14	3.2	5	15	20	4.5	34	7.7
Brown Deer PD	12,061	24	7	31	2.6	1	2	3	0.2	34	2.8
Cudahy PD	18,359	30	1	31	1.7	2	9	11	0.6	42	2.3
Fox Point PD	6,734	14	3	17	2.5	0	1	1	0.1	18	2.7
Franklin PD	35,620	48	10	58	1.6	2	14	16	0.4	74	2.1
Glendale PD	12,935	37	5	42	3.2	2	3	5	0.4	47	3.6
Greendale PD	14,117	27	2	29	2.1	2	6	8	0.6	37	2.6
Greenfield PD	36,903	49	5	54	1.5	4	16	20	0.5	74	2.0
Hales Corners PD	7,730	16	0	16	2.1	0	3	3	0.4	19	2.5
Milwaukee Co SO	0	251	71	322	0.0	383	351	734	0.0	1,056	0.0
Milwaukee PD	597,867	1,572	334	1,906	3.2	241	430	671	1.1	2,577	4.3
Oak Creek PD	34,626	49	9	58	1.7	3	17	20	0.6	78	2.3
River Hills PD	1,604	11	1	12	7.5	0	0	0	0.0	12	7.5
Saint Francis PD	9,411	20	1	21	2.2	1	4	5	0.5	26	2.8
Shorewood PD	13,228	21	4	25	1.9	0	5	5	0.4	30	2.3
South Milwaukee PD	21,262	28	4	32	1.5	2	4	6	0.3	38	1.8
UW-Milwaukee	0	34	10	44	0.0	11	0	11	0.0	55	0.0
Wauwatosa PD	46,629	79	10	89	1.9	3	20	23	0.5	112	2.4
West Allis PD	60,714	115	19	134	2.2	7	19	26	0.4	160	2.6
West Milwaukee PD	4,228	16	3	19	4.5	2	3	5	1.2	24	5.7
Whitefish Bay PD	14,182	22	2	24	1.7	0	3	3	0.2	27	1.9
County Total	952,621	2,475	503	2,978	3.1	671	925	1,596	1.7	4,574	4.8
Monroe County											
Cashton PD	1,111	2	0	2	1.8	2	0	2	1.8	4	3.6
Monroe Co SO	24,692	21	2	23	0.9	7	7	14	0.6	37	1.5
Sparta PD	9,602	15	2	17	1.8	0	2	2	0.2	19	2.0
Tomah PD	9,169	17	3	20	2.2	0	2	2	0.2	22	2.4
County Total	44,574	55	7	62	1.4	9	11	20	0.4	82	1.8

Germantown Police Department

Organizational Chart



VII H.

BUSINESS OF THE PUBLIC SAFETY COMMITTEE
GERMANTOWN, WI

MEETING DATE: May 2nd, 2016

AGENDA ITEM: New Business

ITEM TITLE: Furniture Purchase

SUBMITTED BY: Chief Peter Hoell *PH*

SUMMARY EXPLANATION:

The 2016 Capital Budget has \$20,000 allocated for furniture. The purchase will complete the Police Department and Annex buildings furniture update project. The replacement furniture is for the roll call room and an interview room. Two bids were obtained; both are State bid contract prices.

JL Business Interiors \$16,151.10

BSI Interiors \$12,112.86

Our recommendation would be to purchase the furniture from BSI Interiors. There will be some additional equipment/furniture needs for the rooms which will be assessed once the new furniture has arrived.

ATTACHMENT: ORDINANCE___ RESOLUTION___ OTHER_X___

RECOMMENDATION:

To send the Village Board a positive recommendation to purchase the furniture through BSI Interiors.

VILLAGE OF GERMANTOWN
2016 CAPITAL PURCHASES FUND 40 ITEMS -

ITEM DESCRIPTION	PROJECT/ EQUIPMENT	FUNDING SOURCE				ITEMS TO BE BORROWED FOR
		CAPITAL/GENERAL RESERVE	GRANTS	REVENUE FROM FIXED ASSET SALES	IMPACT FEE SPECIAL REVENUE	
POLICE DEPARTMENT						
Replace Roll Call Room Furniture and interview room	20,000					20,000
ProPhoenix Enhancement - Citizen & Court Interface	17,000					17,000
Upgrade Video Security of PD Complex	50,000					50,000
Replace 9-1-1 System	161,000					161,000
Replace Chief's Squad	34,000					34,000
						0
TOTAL POLICE DEPARTMENT	282,000	0	0	0	0	282,000
FIRE DEPARTMENT						
New Ambulance	250,000					250,000
Tender \$300,000 remove COW 9/29/15						0
						0
TOTAL FIRE DEPARTMENT	250,000	0	0	0	0	250,000
DPW ADMINISTRATION AND ENGINEERING						
Ditch Enclosures - Cresview	60,000					60,000
Catch Enclosures - Happy Hollow/Whitehorse	60,000					60,000
DOT Donges Bay Design Payback	43,400					43,400
						0
TOTAL DPW ADMINISTRATION AND ENGINEERING	163,400	0	0	0	0	163,400
HIGHWAY DEPARTMENT						
Tandem Axle Patrol Truck	210,000					210,000
Singel Axle Patrol Truck	190,000					190,000
Tractor w/ Sweeper & blade	70,000					70,000
Asphalt Paving	1,500,000					1,500,000
Traffic Signal Cabinet Equipment upgrades County Line Rd	25,000					25,000
						0
TOTAL HIGHWAY DEPARTMENT	1,995,000	0	0	0	0	1,995,000
PARKS & BLD & GROUNDS						
Replace Concrete Approach - North, Fire Station 2	85,000					85,000
Chipper	80,000					80,000
						0
TOTAL PARKS & Bld & GROUNDS	165,000	0	0	0	0	165,000
RECREATION						
Alt Bauer & Haupt Strasse Tennis Courts	65,000					65,000
Alt Bauer Park Playground Equipment	85,000					85,000
						0
TOTAL RECREATION	150,000	0	0	0	0	150,000
GRAND TOTAL	3,005,400	0	0	0	0	3,005,400

Borrowing Costs	50,000					50,000
						3,055,400
					approx borrowing	3,060,000

Furniture Budget Doc 042516

BSI
W222 N630 Cheaney Road
Waukesha, WI 53213

1 of 3

Brett Heikkila
bheikkila@buildingservice.com
262-955-6239

Item	Qty	Part Description	Sell	Ext Sell
1	3	+Lat File,Bar Pull Freestd,Ptd Mtl Frnt, 3 Dwr 36W Skipped Option Skipped Option +metallic silver Skipped Option Skipped Option	\$ 493.64	\$ 1,480.92
2	3	+Storage Case,Bar Pull 36W 64H Skipped Option Skipped Option Skipped Option +metallic silver	\$ 532.60	\$ 1,597.80
3	2	@Exact Size File Top,Sq-Edge,Lam Top @depth 15.00in - 30.00in DEPTH OF TU LATERAL FILE @width 48.01in - 60.00in WIDTH OF 1 1/2 TU LATERAL FILES @standard hmi laminates @natural maple @natural maple	\$ 118.94	\$ 237.88
4	1	Wit, Midback, Mesh Back, Swivel Tilt, Armless Silver Standard Black Base Standard Cylinder Standard Black Carpet Casters Onyx Mesh Fabric Grade Selection Fabric Grade 1 Sugar Color Selection Sugar Licorice No Selection Knocked Down	\$ 190.22	\$ 190.22
5	14	Focus, Side Chair, Mesh Back, Silver Frame, with Casters, Armless Black Mesh Fabric Grade Selections Fabric Grade 1 Sugar Color Selection Sugar Licorice No Selection Standard Black Carpet Casters No Ganging Bracket Upgrade	\$ 176.53	\$ 2,471.42

Furniture Budget Doc 042516

BSI
W222 N630 Cheaney Road
Waukesha, WI 53213

2 of 3

Brett Heikkila
bheikkila@buildingservice.com
262-955-6239

Item	Qty	Part Description	Sell	Ext Sell
6	6	Kingston Training/Task Table, 24"D x 60"W Rectangle T-Legs Standard Height - 29" No Selection No Selection No Selection Kensington Maple Standard Edge 3mm Vinyl Edge Kensington Maple Metallic Silver No Selection No Selection No Selection No Selection	\$ 283.67	\$ 1,702.02
7	1	Kingston Training/Task Table, 24"D x 60"W Rectangle T-Legs Standard Height - 29" No Selection No Selection No Selection Kensington Maple Standard Edge 3mm Vinyl Edge Kensington Maple Metallic Silver Rectangular Grommet Black Grommet (Single) Center Non-user Side Table Leg Wire Channel Wire Channel (Single) Miniport Power/Data, Black 2 Power, 2 Data Miniport Power/Data (Single) 72" Power Cable Center Non-user Side No Selection	\$ 531.94	\$ 531.94
8	1	Mount Breakroom/Hospitality Table, 30" x 30", Square Kensington Maple Standard Edge 3mm Vinyl Edge Kensington Maple Stainless Steel Standard Height - 29"	\$ 211.46	\$ 211.46

Furniture Budget Doc 042516

BSI
W222 N630 Cheaney Road
Waukesha, WI 53213

3 of 3

Brett Heikkila
bheikkila@buildingservice.com
262-955-6239

Item	Qty	Part Description	Sell	Ext Sell
9 ✓	1	Installation	\$ 625.00	\$ 625.00
sub		Subtotal		\$ 9,048.66
10 ✓	6	Valore High Back Armless Chair Upholstered, 23"W x 24"D x 36.5"H; Quantity of 2 Black Mesh Back w/ Chrome Frame Fabric Grade 2 Origin Jet	\$ 510.70	\$ 3,064.20

Remit To:

J L BUSINESS INTERIORS, INC.
 515 Schoenhaar Drive
 P.O. Box 303
 West Bend, WI 53095
 (262) 338-2221 Fax (262) 338-2269



A Division Of J L Business Interiors, Inc.

**PROPOSAL**

DATE	Proposal No.
3/29/2016	20306

BILL TO

Germantown Police Department
 N112 W16877 Mequon Rd
 Germantown, WI 53022

SHIP TO

Attn: Chief Hoell
 Germantown Police Department
 N112 W16877 Mequon Rd
 Germantown, WI 53022
 phoell@germantownpolice.org

CUSTOMER PO**TERMS****REP****PHONE****INSTALL BY**

Net 10 days

JDK

262-253-7780

LINE	DESCRIPTION	QTY	COST	TOTAL
	Chief Hoell, Here Is The Revised Quote That You Requested:			
1.	Hard Interview Room - See Attached		584.64	584.64
2.	Roll Call Storage - See Attached		6,848.68	6,848.68
3.	Roll Call Tables Without Power - See Attached		5,300.62	5,300.62
4.	Chair - Option 1 - See Attached		3,017.16	3,017.16
	** Colors And Finishes To Be Determined			
	Labor To Deliver And Install		400.00	400.00
	- Contingent On Normal Business Hours And Normal Conditions			
	** Lead Time: 4-6 WEEKS UPON RECEIPT OF SIGNED PROPOSAL **			
	** PRICES NOT SUBJECT TO WISCONSIN SALES TAX **			
	* TERMS - FROM DATE OF INVOICE			
	* LEASING OPTION AVAILABLE			
	* THIS PROPOSAL VALID FOR 30 DAYS - From 03/29/16			
	Quote will be accepted upon a signature and a down payment option.			
	35% DOWN / BAL DUE N10 DAYS FROM DATE OF INVOICE			
	50% DOWN / BAL DUE N30 DAYS FROM DATE OF INVOICE			
	DATE PAYMENT WILL BE MADE			
	PAYABLE UPON SIGNED ACCEPTANCE			
	TOTAL			

NO REFUNDS OR WARRANTY ON: All Used, Closeout
 And "As-Is" Product

Subject to a service charge of 1 1/2% per month on all past
 due amounts. \$25.00 charge for NSF check.

Remit To:

J L BUSINESS INTERIORS, INC.
515 Schoenhaar Drive
P.O. Box 303
West Bend, WI 53095
(262) 338-2221 Fax (262) 338-2269

**PROPOSAL**

DATE	Proposal No.
3/29/2016	20306

BILL TO

Germantown Police Department
N112 W16877 Mequon Rd
Germantown, WI 53022

SHIP TO

Attn: Chief Hoell
Germantown Police Department
N112 W16877 Mequon Rd
Germantown, WI 53022
phoell@germantownpolice.org

CUSTOMER PO**TERMS****REP****PHONE****INSTALL BY**

Net 10 days

JDK

262-253-7780

LINE**DESCRIPTION****QTY****COST****TOTAL**

J L Business Interiors would like to thank you for the opportunity to bid this job. If you are purchasing "refurbished" product or "As Is" product, please keep in mind that they are not brand new and may have some slight imperfections. Any new special order items will be subject to a 50% RESTOCKING FEE IF CANCELLED OR RETURNED.

To accept this quote, please check one of the payment choice boxes, sign and e-mail to purchasing@jlbusinessinteriors.com or fax it to 262-338-2269. Please feel free to give me a call at 262-338-2221 if you have any questions or if you would like to make any changes.

Sincerely,

Jimmy Knowles
Jimmy Knowles
Sales Consultant

Quote will be accepted upon a signature of the Proposal and Drawing.

Accepted By _____

Date _____

NO REFUNDS OR WARRANTY ON: All Used, Closeout
And "As-Is" Product

Subject to a service charge of 1 1/2% per month on all past
due amounts. \$25.00 charge for NSF check.

TOTAL

\$16,151.10

Qty	Mfg	Part Number	Part Description	Qty	Sell	Ext Sell
1	GLB	CNR3036	Rectangular Tops-T-mold edging - 30D x 36W x 1-1/8H, CONNECTABLES	1	\$ 160.08	\$ 160.08
		~	High Performance Thermally Fused Laminate (STD)			
		~CTOP	ConnectTABLES Top Finishes			
		...	Skipped Option			
		...	Skipped Option			
		...	Skipped Option			
		...	Skipped Option			
		...	Skipped Option			
		...	Skipped Option			
2	GLB	GCNTLG30P	26"w x 27.625"H, Pair "T" Leg, 26"d Square and Rectangular Tops Only, CONNECTABLES	1	\$ 243.60	\$ 243.60
		~CLEG	ConnectTABLES Legs			
		...	Skipped Option			
3	GLB	6711	POPCORN, Wall Saver, Polypropylene Back & Seat, Armless	2	\$ 90.48	\$ 180.96
		~DPLS	Polypropylene Selections			
		...	Skipped Option			
		CH	F-Chrome Frame			
		CG	M-Non-Marking Glide			
		~	(STD) RTA Code in Pricebook per Model			
HARD INTERVIEW ROOM SUBTOTAL						\$ 684.64
4	SPR	SAF 9211GRR	ORGANIZER,LIT,24CMPT,GY	2	\$ 366.00	\$ 732.00
5	GLB	91SBC6D-36	13"d x 42"w x 79"h, 4 Adj. Shelves, Storage Cabinet Below, METAL BOOKCASES, UNIVERSAL FILING	2	\$ 387.44	\$ 774.88
		~FIL	Metal File Case & Storage Front Paint Finishes			
		...	Skipped Option			
		ALG	M-Adjustable Leveling Glide			
6	GLB	9336P-S72L	18"d x 36"w x 72"h, 2 Door, 1 Fixed, 3 Adj Shelves, 9300P SERIES, UNIVERSAL FILING	3	\$ 350.90	\$ 1,052.70
		~CASE	Metal File Case & Storage Front Paint Finishes			
		...	Skipped Option			
		CW365	M-36"w - 5H Counterweight			
		W401	C-Keyed For Lock #W401			
7	GLB	9336P-3F1H	18"d x 36"w x 40.5"h, 3 Fixed Front Drawers, 9300P SERIES, UNIVERSAL FILING	3	\$ 540.56	\$ 1,621.68
		~CASE	Metal File Case & Storage Front Paint Finishes			
		...	Skipped Option			
		PC363	M-36"w - 3H Counterweight			
		W401	C-Keyed For Lock #W401			
8	GLB	T1836	18"d x 36"w x 1.13"h, Laminate Top for Metal Files, UNIVERSAL FILING	3	\$ 100.34	\$ 301.02
		~LTOP	Laminate File Top Finishes			
		...	Skipped Option			
9	GLB	9336P-5F1H	18"d x 36"w x 65.25"h, 4 Fixed, 1 Rec dr/rout Shelf, 9300P SERIES, UNIVERSAL FILING	3	\$ 788.80	\$ 2,366.40
		~CASE	Metal File Case & Storage Front Paint Finishes			
		...	Skipped Option			
		PC365	M-36"w - 5H Counterweigh			
		W401	C-Keyed For Lock #W401			
		~	Fixed Shelf Converter Not Required - Position 1			
		~	Posting Shelf Not Required			
ROLL CALL STORAGE SUBTOTAL						\$ 6,848.88
10	GLB	GJNLEG20	"Y" Leg w/leveling glides. For assembly with 20" deep tops. 17.5D x 2W x 27.5H, JUNCTION	12	\$ 113.10	\$ 1,357.20
		~JMTL	Junction Metal Leg Finishes			
		...	Skipped Option			

Proposal #

Roll Call Room

03/26/2016

2 of 2

Qty	Sell	Ext Sell	Part Description	Part Number	Mfg	Ita
12	\$ 22.62	\$ 271.44	Braking caster. 1.5" dual wheel manual locking caster. Set of 2. Black only, JUNCTION	JNCB	GLB	11
6	\$ 213.44	\$ 1,280.64	Rectangular Tops-Pre-drilled w/threaded steel inserts for freestanding/linking installs. 20D x 60W x 1H, JUNCTION High Performance Thermally Fused Laminate (STD) Junction Top Finishes Skipped Option Skipped Option Grommet/Electric/Villa Not Required - Left Position Grommet/Electric/Villa Not Required - Center Position Grommet/Electric/Villa Not Required - Right Position Grommet/Electric/Villa Not Required - Custom Grommet Location	JNRU2060 ~ ~JLAM ~ ~ ~ ~	GLB	12
6	\$ 163.56	\$ 981.36	Modesty Panels-Use w/JNR rectangular tops. Black PVC-ribbed. Includes wire trough.47.19D x 6.92W x 11.25H, JUNCTION	JNMP60	GLB	13
6	\$ 50.46	\$ 302.76	Hardware-Flush plate. Assures alignment on adjoining worksurfaces of the same height. 5.25D x 5.25W, JUNCTION	JNFP4	GLB	14
1	\$ 236.06	\$ 236.06	29"d x 46"w x 1"h, Rectangular Top (Height Adjustable Base Sold Separate), FOLI, PRODUCTIVITY SOLUTIONS High Performance Thermally Fused Laminate (STD) Height Adjustable Laminate Finishes Skipped Option Grommet Not Required - Left Position M-Power Block Cut-Out 3.5" x 6.5" (Specify PMSPDM Separate) Grommet Not Required - Right Position Grommet Not Required - Custom Grommet Location	PHAT3048T ~ ~PDLM E2 ~ ~	GLB	15
1	\$ 733.12	\$ 733.12	Height Adjustable Table Frame, Simple up/down switch, Adjustable Glides, Crossbars expandable to match table top widths, Height range 27.69" to 46.2", (Silver Powder Coat Only), FOLI	PHATES470	GLB	16
1	\$ 138.04	\$ 138.04	Worksurface power/data module. 2 power/2 data receptacles. See diagram for spec location, PRODUCTIVITY SOLUTIONS	PMSPDM	GLB	17
ROLL CALL TABLES WITHOUT POWER SUBTOTAL						\$ 5,300.62
17	\$ 177.48	\$ 3,017.16	GOAL, Low Back, Task, Armless	2239-6	GLB	18
			Grade 03 Urban (parker) 1-Granite Rock F-(STD) Black Frame (STD) 5" Pneumatic Cylinder C-Black, 2" Dual Wheel Caster Rubber Coated Caster (STD) Standard Chair Back Design (STD) Vinyl Bumper Guard not Required (STD) (STD) RTA Code In Pricebook per Model	~03 ~URBA UR20 BK ~ C65R ~ ~ ~ ~		
CHAIR OPTION 1 SUBTOTAL						\$ 3,017.16
Grand Total						\$ 15,751.10

VII I.

Business of the Public Safety Committee
Germantown, WI
Fire Department

Meeting Date: May 2, 2016

Agenda item: New Business

Item Title: Discussion on Line Item 10-522-570-8100-Miscellaneous Equipment expenditures.

Submitted By: Gary L. Weiss, Fire Chief

Summary Explanation: Listed in the budget under

Attachment: Ordinance _____ Resolution _____ Other _____

Requested Action:

Update only-No action required Line Item 10-522-570-8100-Miscellaneous Equipment expenditures is budgeted fund for a tool box and some appliances/adaptors. We will be purchasing HCO Monitors instead. All are within the Department's Heads or Village Administrators expenditure limits.

The danger of carbon monoxide poisoning from fires is well-known. But there is another danger to firefighters and victims in structural fires that is less recognized - acute cyanide poisoning.

Firefighters think of carbon monoxide (CO) as the silent killer, we monitor for CO prior to allowing our firefighter to remove their Air Masks, research is pointing to hydrogen cyanide (HCN), as a second and equally hazardous threat to responders with symptoms similar to carbon monoxide poisoning.

For example, on Feb. 20, 2003, a fire in a West Warwick, R.I., nightclub took the lives of 100 occupants after pyrotechnics were set off while the band Great White was performing. The pyrotechnics ignited

substandard sound suppressing foam and created HCN and CO levels that made leaving the building difficult.

In March 2006 during a 24-hour period, one Providence, R.I., firefighter was diagnosed with cyanide poisoning after a structure fire and another who suffered a heart attack after working two different structure fires had a high HCN level in his body. In the aftermath of those three fires, 27 Providence firefighters were tested for cyanide poisoning, and eight of them were found to have elevated HCN levels.

Most firefighters can probably recall incidents during which they experienced dizziness, weakness and rapid heart rate and did not realize that they may have been exposed to cyanide poisoning. After learning from the documented experiences from the Providence Fire Department, fire department leaders must understand the dangers of HCN

HCN is 35 times more toxic than CO, according to researchers. It can enter the body by absorption, inhalation or ingestion, and its main targets are the heart and brain, where it degenerates the outer tissues to a point where they will never regenerate again. It often incapacitates the victim within a short period of time and has a half-life in blood of one hour.

Hydrogen Cyanide is a bi-product of combustion from ordinary materials of everyday life (insulation, carpets, clothing and synthetics). But the real offender is from combustion of man-made plastic and resins containing combinations of hydrogen, carbon and nitrogen, especially if the fire is hot and in an enclosed space.

Given that HCN is so much more toxic than CO, for the safety of our firefighter we must monitor for this deadly gas.