

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING:	PUBLIC SAFETY COMMITTEE
DATE AND TIME:	<u>MONDAY, OCTOBER 7, 2019</u> <u>6:00 p.m.</u>
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 Warren, Wing 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:** September 9, 2019, 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. None.
 - 2. Fire Department:
 - a. None.
- VI. **UNFINISHED BUSINESS:**
 - A. None.
- VII. **NEW BUSINESS:**
 - A. Operator's Licenses: Elaine Blumreiter, Becky Buzdum, Scott Evans, Elizabeth Scott.
[Recommended Approval]
 - B. Change of Ownership and Agent: Kai Yong Inc, DBA China Kitchen, N112W16560 Mequon Road, Germantown, GongKai Ma, Class "B" Fermented Malt Beverage, and Class C Wine for the period commencing October 7, 2019 and ending June 30, 2020.

Premise license approvals are conditional upon completion of all documentation, compliance of all code violations/permits/ requirements and monies owed to the village paid prior to issuance of licenses in addition to any other conditions noted.

- C. Fire Department: Emergency Funding for Air Compressor in an amount not to exceed \$38,000.
- D. Police Department: Replacement of Police Officers.

VIII. **NEXT MEETING:** Set November 2019 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
SEPTEMBER 9, 2019
GERMANTOWN POLICE DEPARTMENT ANNEX

CALL: The meeting was called to order at 6:00 p.m. by Secretary Barth.

ROLL CALL: Trustee Myers, Trustee Warren and Trustee Wing. Chairman Hughes was absent and excused.

A motion was made by Myers, seconded by Warren, to appoint Wing Chairman Pro Tem. Motion carried unanimously.

Also present were Police Chief Hoell, Captain Snow, Clerk Braunschweig. Battalion Chief Asmondy arrived later in the meeting.

PUBLIC COMMENT: No discussion.

APPROVAL OF MINUTES: a motion was made by Myers, seconded by Warren, to approve the minutes of the August 5, 2019 Public Safety Committee meeting. Motion carried unanimously.

POLICE DEPARTMENT MONTHLY REPORT: Hoell reported on the following:

- The department was involved in a pursuit of theft suspects which resulted in a crash in Menomonee Falls
- A local 3 year old raised over \$750 at her lemonade stand for the K9 Unit

FIRE DEPARTMENT MONTHLY REPORT: there was no one from the fire department present, Wing made a motion to postpone the fire department monthly report along with the overtime report until next month's meeting. Motion was seconded by Myers and carried unanimously.

OVERTIME REPORTS:

Police Department – Hoell advised overtime is tracking very well at this time.

Fire Department – no discussion

POLICY UPDATES FOR POLICE & FIRE DEPARTMENT:

Police Department - none

Fire Department – none

UNFINISHED BUSINESS: None

NEW BUSINESS:

OPERATOR'S LICENSES: Matthew Davis, Ciera DeVries, Haley DeGrace, Nicole Fraser, Priscilla Mews. [Recommended Approval]

Hoell advised there were no objections from the Police Department.

A motion was made by Myers, seconded by Warren, to forward the Operator License applications to Village Board with a recommendation of approval. Motion carried unanimously.

CONCORD ROAD – STOP SIGN PETITION: Jeremy Wilson Of N98 W16988 Concord Road advised that he and numerous other residents of the area of Concord and Nigbor were requesting new signage to change that intersection from a 2-way stop to a 4-way stop. He added a petition in support of this signage change had been signed by 73 residents. Mr. Wilson stated their reasons for this request were due to high traffic speeds, with drivers not paying attention to pedestrians, including children. Other residents speaking in favor of this petition were:

1. Fran Becker of N98 W16525 Concord who expressed her concerns with the traffic speeds and also wondered if a Slow, Children at Play sign would help
2. Scott Falter of N98 W16380 Concord noted that traffic traveling eastbound on Concord does not have to stop until Pilgrim Road, thereby able to increase speeds as they move along
3. Dan Lord of N99 W169121 Chick a Dee Ct. advised that there is vegetation and growth on the southwest corner of that intersection which makes it difficult to see traffic on Concord
4. Judy Lohman of N98 W16698 Concord stated that these traffic problems are not new and have been a concern for years
5. April Stolte of N98 W17100 Concord said she has concerns for children riding bikes on the road due to the traffic speeds

Discussion followed with Hoell advising that crash history for that intersection in the last five years showed one crash. He added that the speed board has been placed there with the speed display turned on. Warren commented that requests for stop signs need to be reviewed so they do not end up in places where they are not warranted. Warren said there is a process to follow with stop sign requests and the village engineer should be asked to review this request in more detail.

A motion was made by Myers, seconded by Warren, to forward this request to the engineering department and have them evaluate the intersection regarding the request for a 4-way stop at Concord and Nigbor. Myers also asked if the police department could have their CPA personnel do some traffic posts in that area, Hoell stated he would forward that request to them. Motion carried unanimously.

WASHINGTON COUNTY HUMANE SOCIETY – PROPOSED ANIMAL CONTROL AGREEMENT: Chris Cowles and Kay Amland with the Washington County Humane

Society (WCHS) were present regarding the renewal of the Village's stray cat contract with them. Ms. Cowles explained that they had reviewed their contracts with the County municipalities, which were implemented 20 years ago, and determined these contracts would need to be revised due to an increase in their costs. She went over the specifics of their costs at WCHS and was proposing a change in how they would calculate the contract amounts each year. Ms. Cowles stated the contract amount for 2020 would be \$4560 and the contract amounts after that would be based on the number of cats impounded over a rolling two year period.

There was further discussion regarding some of the programs in place which are meant to reduce the cat population in the county, such as Barn Buddies. Hoell noted that the department has noticed a drop in the number of cat complaints within the Village. He also advised the committee this was placed on the agenda for informational purposes only, and the numbers had already been submitted for the 2020 budget.

Battalion Chief Asmondy arrived and Wing brought the fire department agenda items back for discussion.

FIRE DEPARTMENT MONTHLY REPORT: Asmondy reported on the following:

- correction in their July report under month activity, number of incidents should read 123 instead of 166 for July 2019
- fire on Grant Drive which he advised was handled very well by responding personnel

FIRE DEPARTMENT OVERTIME REPORT: Asmondy advised there was nothing new to report

GERMANTOWN HISTORICAL SOCIETY TEMPORARY CLASS B FERMENTED MALT BEVERAGE AND WINE FOR ANNUAL HUNSRUCKER OKTOBERFEST, SEPTEMBER 28 – 29, 2019, DHEINSVILLE HISTORIC PARK, N128 W18780 HOLY HILL ROAD: a motion was made by Myers, seconded by Warren, to forward this license application from the Germantown Historical Society to Village Board with a recommendation of approval. No objections from the police and fire departments. Motion carried unanimously.

CHANGE OF OWNERSHIP AND AGENT, BRINKER RESTAURANT CORP., D/B/A CHILI'S GRILL & BAR #1730, N96 W18640 COUNTY LINE ROAD, BRIAN BOETTCHER AGENT: a motion was made by Warren, seconded by Myers, to forward this change of ownership application from Chili's Grill and Bar to Village Board with a recommendation of approval. No objections from the police and fire departments. Motion carried unanimously.

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

POLICE DEPARTMENT EVIDENCE GARAGE UPGRADE: Snow advised the construction of the Evidence Garage at the police department was recently completed and there are some upgrades to make it usable during the winter months, which include insulation and a heating system. He received quotes for the insulation, heater install, drywall and electrical work which would total \$27,891. Snow stated he had talked to the Finance Director and was told funds for this project could be taken from available impact fees.

A motion was made by Myers, seconded by Warren to forward this purchase request to Village Board with a recommendation of approval, Wing noted this item should not be placed on the consent agenda. Motion carried unanimously.

GERMANTOWN POLICE DEPARTMENT MOBILE FIREARMS AND FORCE OPTIONS SIMULATOR (MILO) PURCHASE: Snow advised the department is requesting to purchase the Mobile Firearms and Force Options Simulator (MILO) which will give instructors the ability to provide scenario-based exercises for officer training. Snow stated the cost for the MILO Range Classic Training Simulator plus accessories would cost \$15,090.00 and the funds for this purchase would be used from the Asset Forfeiture Fund.

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

NEXT MEETING: Monday, October 7, 2019 6:00 p.m. at the Village Hall Boardroom.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:04 p.m.

Recorded by,

Julie L. Barth
Secretary

Overtime Report for Police & Fire Departments

2019 Year to date through:

22-Sep-19

2019						2018			
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	0.00	0.00	22.75	34.13	0.00	51.75	51.75	0.00
93	Bartelt, Adam	22.25	1,009.26	129.00	193.50	212.25	38.63	250.88	9,388.88
92	Bloch, Ryan	108.50	6,278.90	49.50	74.25	124.50	23.63	148.13	7,025.54
115	Case, Robert	0.00	0.00	25.00	37.50	55.25	44.25	99.50	3,197.32
118	Farnsworth, Cody	21.50	975.24	71.25	106.88	48.00	132.00	180.00	2,043.36
113	Gilbert-Roeder, Trent	22.75	1,031.94	48.00	72.00	63.50	95.63	159.13	2,703.20
107	Heaney, Troy	18.25	879.01	37.75	56.63	0.00	0.00	0.00	0.00
153	Jones, Matthew	44.50	2,250.81	63.25	94.88	0.00	0.00	0.00	0.00
101	Jones, Shawn	16.50	1,062.02	31.50	47.25	34.50	56.25	90.75	2,165.22
88	Laux, Kevin	23.50	1,359.95	33.17	49.75	22.75	175.50	198.25	1,283.78
142	Marten, Shawn	0.00	0.00	2.00	3.00	0.00	207.00	207.00	0.00
102	Mikulec, Daniel	9.75	564.23	49.75	74.63	30.50	153.00	183.50	1,721.12
119	Onela, Michael	20.75	941.22	103.75	155.63	0.00	141.00	141.00	0.00
138	Olson, Toni	91.00	5,397.21	23.75	35.63	150.75	31.13	181.88	8,723.90
137	Pesch, Justin	91.00	4,602.78	42.25	63.38	124.00	24.00	148.00	6,115.68
133	Pierce, Catherine	0.00	0.00	102.25	153.38	1.75	184.50	186.25	88.83
96	Pierzchalski, David	93.25	5,396.38	83.00	124.50	84.50	358.88	443.38	4,768.34
98	Rechlicz, Justin	85.25	4,933.42	46.50	69.75	101.25	127.88	229.13	5,713.54
121	Schubert, Matthew	15.00	868.05	58.25	87.38	0.00	88.50	88.50	0.00
89	Schulz, Zachary	20.00	963.30	77.75	116.63	52.00	87.00	139.00	2,442.18
97	Spreiter, Jared	94.00	4,527.51	88.25	132.38	52.75	173.25	226.00	2,477.40
99	von Bereghy, Darren	199.75	11,559.53	86.00	129.00	333.00	148.50	481.50	18,791.19
95	Whealon, Shaun	70.25	3,186.54	70.50	105.75	84.50	153.00	237.50	3,737.86
Total Police			57,787.29					*	82,387.32
Annual Budget			90,000.00						95,000.00

State Aid Reimbursement 0.00 10/02/2019

Total year end actual = \$1 s 89,612.70

* (difference from report due to personnel changes)

2018 State Aid Reimb \$0.00

2018 'Hunting/Concealed Carry Permit 0.00

Note: Overtime hours to comp are reflected in regular wages

Fire Dept - Full Time

						0.00	
*	593 Smith, Steve	302.50	10154.93		29.75	998.71	
Fire Dept Regular Part-time							
		Overtime Hrs	True OT cost		OT Hours	True OT Cost	
**	515 Diamantopoulos	203.00	4,285.93		233.25	7,192.12	
**	518 Lazovik	165.00	3,700.20		233.25	7,192.12	
**	521 Rigden	86.50	1,442.43		233.25	7,192.12	
**	563 Rossman	254.00	7,653.31		233.25	7,192.12	
**	605 Rodriguez	0.00	0.00		427.25	8,763.04	
**	617 Hass, Thomas	47.50	1,019.96		98.75	2,477.13	
**	625 Goetz, Steve	51.00	499.04		48.50	1,594.10	
**	653 Asmondy	60.00	1,059.35		235.50	5,197.13	
**	672 Krieg, Caitlyn	613.25	15,350.15		91.50	2,795.06	
**	694 Mayer, Andrea	211.75	5,351.09		25.75	676.39	
**	698 Wolf	288.00	6,324.59		302.25	6,352.14	
			46,686.05			35,047.11	

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

	Hrs over 53	2019	2018 Hours	2018 Cost
*** 505 Wilson, Taylor	52.50	1,325.21		
*** 513 Hermann, Jacob	16.25	384.73	9.75	289.29
*** 517 Dymond, Daryn	55.75	1,480.55		
*** 525 Schuster, Andrew	1.00	25.49		
*** 639 Rammel, Brian	26.75	785.06		
*** 658 Silvis, Peter	18	452.79		
*** 674 Creegan, James	17.50	437.33		
*** 690 Holms, Mitchell	11.50	287.39	12.50	367.13
*** 697 Holms, Spencer	2.00	50.97	12.50	367.13
total POC overtime		201.25	5,229.52	34.75 1,023.55
* Full time, hours are over and above the 20 normal overtime hours reflected in their base wages				
** Part time hours worked over and above 53 normal hours in one week, which are paid at 1.5 times				

True OT Cost thru:

22-Sep-19 62,086.15

Last year's true OT Cost

\$ 54,212.93

Budget -- included within general wages

Total Fire Dept - OT wages paid through 12.31.18 \$54,212.93

Total Fire Dept - OT wages paid through 12.31.17 \$54,311.11

Total Fire Dept - OT wages paid through 12.31.16 \$103,222.05

Total Fire Dept - OT wages paid through 12.31.15 \$129,824.98

**BUSINESS OF THE PUBLIC SAFETY COMMITTEE
GERMANTOWN, WI**

MEETING DATE: October 7th, 2019

AGENDA ITEM: New Business

ITEM TITLE: Replacement of Police Officer

SUBMITTED BY: Capt. Mike Snow

SUMMARY EXPLANATION:

Chief Peter Hoell has given official notice of his intent to retire from the Germantown Police Department December 31st, 2019. This comes after 30 plus years of service to the Village of Germantown, the last 16 as Chief of Police.

On Monday, September 30th, the Germantown Police Department received notices of resignation from Officer Troy Heaney and Officer Trent Gilbert-Roeder.

This leaves the Department with two immediate vacancies with an additional vacancy January 1st, 2020. The current starting wage for Police Officer is \$60,507.29.

I have attached a document listing the sworn staffing ratios for area police departments. Only the Village of Jackson Police Department has a staffing level lower than the Germantown Police Department. Recent development in the Village, over the past several years, have resulted in an increased demand for police services. It is imperative that we maintain our staffing levels to meet the expectations of this community.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER_____

RECOMMENDATION:

We are requesting approval to fill the positions from the available eligibility list. In the event there are not enough officers available on the list, we request approval to start the hiring process in order to fill the three vacated positions.

BOARD ACTION:

The following is a list of surrounding agencies with their ratio of officers per 1,000 residents. The information was obtained from a recent survey of Wisconsin agencies.

Municipality	Ratio of sworn personnel/1,000
Washington County Agencies	
Germantown Police Department	1.6
Hartford Police Department	1.8
Jackson Police Department	1.5
Kewaskum Police Department	1.9
Slinger Police Department	1.9
West Bend Police Department *	1.7
Ozaukee County Agencies	
Cedarburg Police Department	1.8
Grafton Police Department	1.8
Mequon Police Department *	1.6
Port Washington Police Department	1.6
Waukesha County Agencies	
Menomonee Falls Police Department	1.6
Muskego Police Department	1.6

*Departments did not participate in the 2019 survey. Numbers were obtained from *Law Enforcement Employees in Wisconsin 2012*.

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: \$60,507.20

How long were the previous personnel in position: 3 years

Deferred for a period of time? Yes _____ No X_____

Why: Officer Troy Heaney resigned his position of Police Officer with the Village of Germantown. The resignation was submitted September 30th and was effective immediately.

Attached you will find staffing ratios from surrounding agencies that demonstrate our staffing levels remain on the low end of agencies in south eastern Wisconsin. As calls development grows our calls for service continue to increase. It is crucial that we, at least, maintain our staffing levels to meet community expectations for our agency.

Transferred or shared with existing staff: Yes _____ No X_____

Why: Same as above

Consolidated with another position? Yes _____ No X_____

Why: No other position to consolidate with.

Privatized/Contractual? Yes _____ No X_____

Why: Same as Above

**** Attach current job description and department organizational chart and fulltime Law Enforcement Chart**

Department Director

Date

Signature/Approval

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: \$60,507.20

How long were the previous personnel in position: 2 years

Deferred for a period of time? Yes _____ No X_____

Why: Officer Trent Gilbert-Roeder resigned his position of Police Officer with the Village of Germantown. The resignation was submitted September 30th and was effective immediately.

Attached you will find staffing ratios from surrounding agencies that demonstrate our staffing levels remain on the low end of agencies in south eastern Wisconsin. As calls development grows our calls for service continue to increase. It is crucial that we, at least, maintain our staffing levels to meet community expectations for our agency.

Transferred or shared with existing staff: Yes _____ No X_____

Why: Same as above

Consolidated with another position? Yes _____ No X_____

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Vacancy Justification Worksheet

Position to be filled: Police Officer

Department: Police Department

Pay: Annual Starting Pay: \$60,507.20

How long were the previous personnel in position: 30 years

Deferred for a period of time? Yes _____ No X_____

Why: After 30 plus years of service to the Germantown Community, Chief Peter Hoell has given notice of his intent to retire, December 31st, 2019.

Attached you will find staffing ratios from surrounding agencies that demonstrate our staffing levels remain on the low end of agencies in south eastern Wisconsin. As development grows our calls for service continue to increase. It is crucial that we, at least, maintain our staffing levels to meet community expectations for our agency.

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