

**MEETING: REGULAR MEETING OF THE PUBLIC SAFETY
COMMITTEE**

DATE & TIME: Monday, March 4, 2024 at 6:00 PM

**LOCATION: Germantown Village Hall Board Room
N112 W17001 Mequon Road**

Any member of the body and/or citizen may attend the meeting virtually through the WebEx platform, Meeting #: **2558 465 8452** Password: **qdSbcjjG635** which can be accessed by phone at **408-418-9388** or by logging on at <https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=m204b707e6b5e066bdaca1dd7b534d24e>

Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

Previously recorded Village Board Meeting Videos can be viewed at https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ.

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)*
- IV. **APPROVAL OF MINUTES:**
 - A. Approval of minutes of PSC meeting on 02/05/24
- V. **REPORTS:**
 - A. Police Monthly Report
 - B. Fire Department Monthly Report
 - C. Overtime Report
 - D. Policy Updates
- VI. **UNFINISHED BUSINESS:**
 - A. Dispatch Transition (ongoing discussion)
- VII. **NEW BUSINESS:**
 - A. Discussion on Public Safety Building Needs Assessment RFP
 - B. Knoxbox key Holders Purchase
 - C. Repairs to Burn Tower
 - D. Application for Temporary Class "B" / "Class B" Retailer's License - Kiwanis of Germantown
 - E. Position Descriptions from Police System Specialist and Police Support Specialist

PUBLIC SAFETY COMMITTEE AGENDA

March 4, 2024

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F. Purchase of Support Therapy Dog

VIII. NEXT MEETING DATE:

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.

MEETING:	REGULAR MEETING OF THE PUBLIC SAFETY COMMITTEE
DATE AND TIME:	Monday, February 5, 2024 6:00 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

Public Safety Committee meeting was called to order at 6:00pm on 2/5/24.

II. **ROLL CALL:**

Present: Trustee Phil Hudson, Trustee Bill Neureuther, Trustee Jolene Pieper.

Also present: Police Chief Mike Snow via Webex, Police Lt Dan Mikulec, Administrative Manager Amy Lerch.

Absent: Fire Chief John Delain

Excused:

Trustee Baum arrived after roll call.

- III. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)*

- Melanie Smythe (Cedar Lane) welcomed the addition of a new supper club in Germantown, and commented on the referendum language pertaining to the GFD staffing. Consider re-phrasing as it seems to be too strong of a statement (ie: "must" hire).
- Caroline Schuster (Main Street) commented on the lack of a letter to the residents near the commercial property changing hands on Main Street. Concerned the previous agreement will not continue; the Committee will defer this topic to the Village Board meeting taking place that evening.

IV. APPROVAL OF MINUTES:

A. January 8, 2024 Regular Meeting Minutes

Motion: Approve as presented

Made by: Jolene Pieper

Seconded by: Dave Baum

Discussion: Trustee Neureuther requested spelling correction of '*Mueller Communications*' in Section VI.

All present voted in favor. Motion passed to approved amended minutes.

V. REPORTS:

A. Police Monthly Report

Chief Snow reported the promotion of Sgt. Von Bereghy to Lieutenant; Crime Prevention Office Rechlicz was promoted to Sergeant; one of the open Officer positions was recently offered to a 6 year City of Milwaukee Officer, he should begin early March.

Trustee Neureuther asked about the numbers on page 11 of the packet, both traffic violations and theft have significantly decreased since this time last year. Chief Snow will review that area and report back next month.

B. Fire Department Monthly Report

BC Holms was asked via Webex if he was stepping in for Chief Delain for the GFD reports, he indicated no as the Chief was out ill.

C. Overtime Report

Chief Snow reported the GPD is still down a number of positions since late last year, but we are getting more personnel onto solo patrol. Hiring of the experienced Milwaukee officer should make an impact on the usage of OT.

No report for GFD.

D. Policy Updates

No policy updates for GPD or GFD.

VI. UNFINISHED BUSINESS

A. Dispatch Transition (ongoing discussion)

Village Administrator Kreklow was invited to give an update on the Dispatch Transition

project. Right now the focus is implementing Multi-Juris and standardizing the databases, which is moving along well. There have been pay increases implemented for WashCo Dispatchers, and discussions were held regarding the Germantown Dispatchers being hired by the County, as well as a pay differential package made available to them if or when they are hired by WashCo.

Trustee Hudson asked for more details regarding the database transfer and data mappings, were the transfer bonuses put in writing (it was via email), and will we see a timeline from the County for the PSC meeting purposes? Chief Snow mentioned there will be a County meeting next week with more info; Administrator Kreklow will forward a timeline to the Committee after that meeting in time for the next PSC meeting on 3/4/24.

Trustee Hudson ended with a question about the morale at GPD, and Chief Snow admitted there is some anxiety while this transition progresses. He is working on Administrative job descriptions in the coming weeks, hopeful it will boost confidence in the transition.

VII. NEW BUSINESS:

- A. Application for an **ORIGINAL** "Class B" Fermented Malt Beverage and Intoxicating Liquor License for **FCH Germantown LLC**, N116W15841 Main St, d/b/a The Supper Club, Agent Shaun Bowe

Trustee Hudson invited Village Attorney Sajdak to comment on this agenda item and the companion license discussions. All property code issues have been resolved, and Staff recommends to carryover the existing terms of the license with the new applicant.

Trustee Baum addressed Ms. Schuster, to re-clarify the details so they are understood.

Trustee Neureuther asked about the surrender of license by the previous owner; Atty Sajdak instructed that will happen at sale closing.

Motion: Approve as presented

Made by: David Baum

Seconded by: Bill Neureuther

No further discussion; voting as follows:

Yes: Hudson, Baum, Neureuther

No: none

Abstain: Pieper (recused)

Motion was passed.

- B. Creation of Sergeant Position

Chief Snow Explained this position is part of the GPD Command Staff restructuring plan he implemented a few years back. There are 5 Sgt positions now and this would

complete the plan to bring 6 Supervisor positions for the increase in personnel in 2024. There are funds in the budget to cover the almost \$11,000 cost of this promotion.

Motion: Approve as presented

Made by: Jolene Pieper

Seconded by: David Baum

There was no discussion; all present voted in favor; motion passed.

C. Update on Public Information Efforts for Public Safety Referendum

Village Administrator Kreklow was invited to speak on this agenda item. The packet included a project timeline, and FAQ document, and a Fact Sheet focusing on the public information campaign. Mueller Communications will be doing 2 mailers in the coming weeks, as well as sharing on social media GPD and GFD video interviews relating to the need for increase in staff. There will be 2 public information sessions held late Feb/early Mar at Village Hall. Information sharing guidelines have been made available to the Village employees as a guideline on how to share information without expressing advocacy.

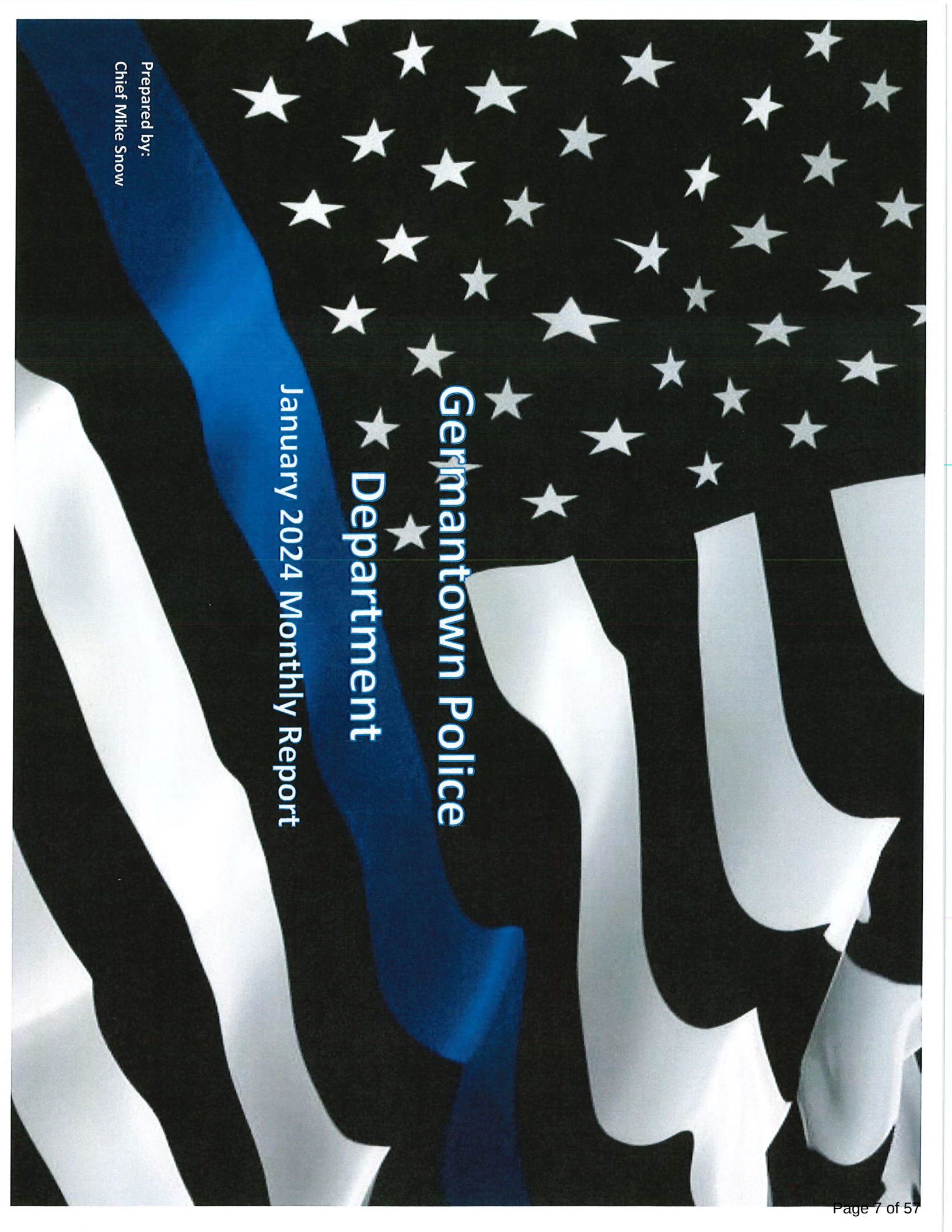
Trustee Neureuther brought up the phrasing used on page 43 ("must"), and suggested page 41 FAQ's should include a list of other/nearby communities that have done the same sort of referendum and how it was phrased.

VIII. NEXT MEETING DATE:

The next PSC meeting was set for Monday, 3/4/24 at 6:00pm.

IX. ADJOURNMENT:

Meeting was adjourned at 6:40PM.

The background of the entire page is a close-up, slightly blurred image of the American flag. The stars are white on a dark blue field, and the stripes are white and blue, flowing diagonally across the frame.

Germentown Police Department

January 2024 Monthly Report

Prepared by:
Chief Mike Snow



GPD Monthly Activity Overview Report

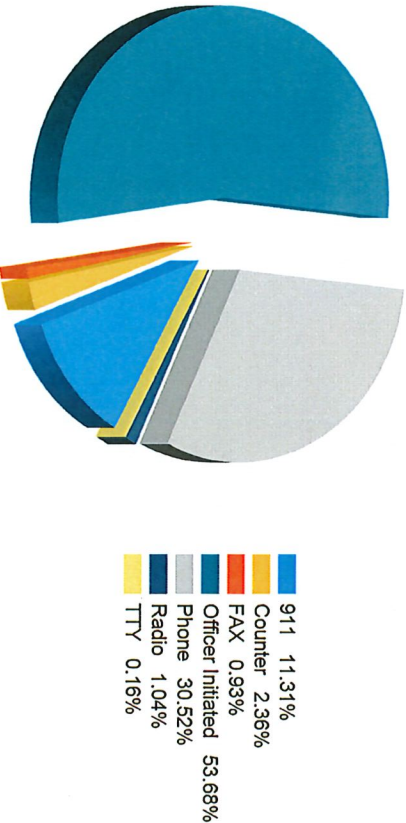
Printed On: 02/28/24 13:11

For Reporting Period: 01/01/2024 - 01/31/2024

Patrol Area: NULL

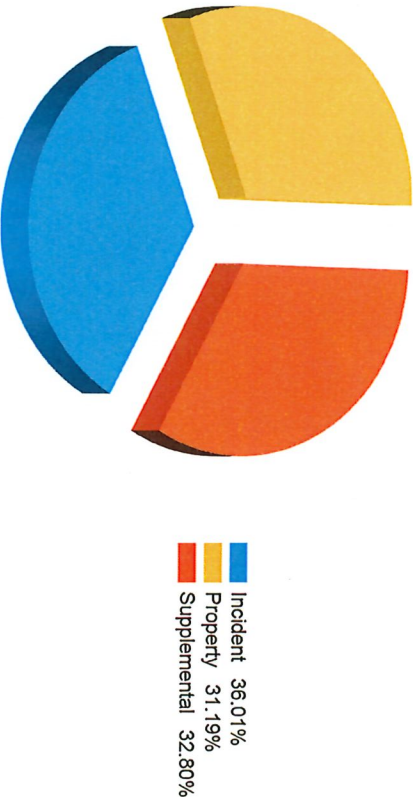
NOTE: This report cannot be run based on individual officer - it is based on unique Incident. This report is for specific overview purposes & counts. For individual Officer activities, please refer to Officer Activity Count reports.

Calls



	Total	0600 - 1400 Hours			1401 - 2200 Hours		
		0600	1400	Hours	1401	2200	Hours
911	206	56	113		499	37	
Counter	43	18	25		0	0	
FAX	17	1	16		0	0	
Officer Initiated	978	360	239		379	76	
Phone	556	276	204		76	5	
Radio	19	6	8		5	2	
TTY	3	0	1		2		
Total		1,822	717		606	499	

Reports



Reports are selected based upon Dttm report is written and selected if Dttm falls within date range above-specified.

	Total	0600 - 1400 Hours			1401 - 2200 Hours		
		0600	1400	Hours	1401	2200	Hours
Incident	112	33	52		27		
Property	97	35	51		11		
Supplemental	102	44	44		14		
Total		311	112		147	52	



GPD Monthly Activity Overview Report

Printed On: 02/28/24 13:11

For Reporting Period: 01/01/2024 - 01/31/2024

Patrol Area: NULL

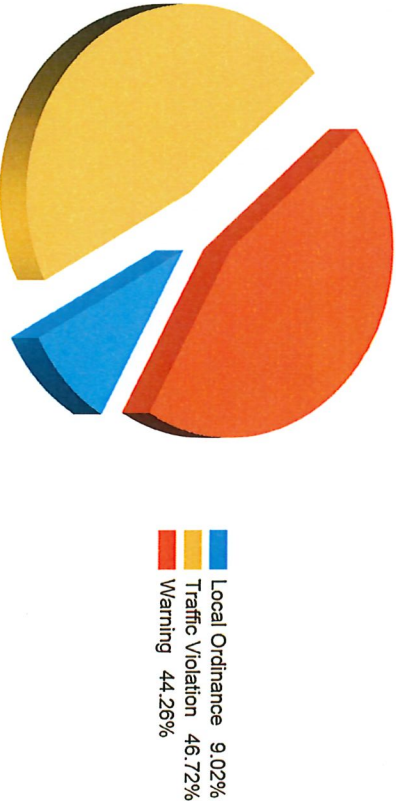
Arrests



Arrests are selected based upon the charge type. Therefore if an arrest was made wherein three charges with different types are noted, the arrest will count under Each charge type.

	Total		0600 1400 Hours		1401 2200 Hours		2201 0600 Hours	
	Total	103	25	46	32			
Arrests								
Felony	16	9	4	3				
Misdemeanor	28	5	11	12				
Non-Criminal	9	0	5	4				
Ordinance	48	11	26	11				
Unclassified	2	0	0	2				

Citations



Citations are counted by Citation Type alone.

Citations	Total		
	0600 1400 Hours	1401 2200 Hours	2201 0600 Hours
Local Ordinance	11	1	9
Traffic Violation	57	20	21
Warning	52	13	17
	120	34	47
			39



Germantown Police Department
N112W16877 Mequon Rd | Germantown, WI 53022 | Phone: (262) 253-7780

GTPD Monthly Case Report

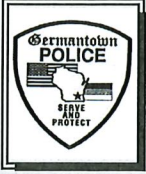
Wednesday, February 28, 2024
1:13:27 pm

** For official use only **

***** Case Reports

Germantown

	**** 2024	**** 2023	%Change
02 - Sexual Assault	1	0	-
04 - Battery/Aggravated Assault	2	3	-33.33%
05 - Burglary	1	2	-50.00%
06 - Theft	16	42	-61.90%
07 - Motor Vehicle Theft	1	2	-50.00%
11 - Fraud	3	6	-50.00%
13 - Stolen Property	1	0	-
14 - Vandalism	1	1	0.00%
15 - Weapons	0	3	-
18 - Narcotic Law Violations	3	6	-50.00%
20 - Family Offenses	1	8	-87.50%
21 - Drunken Driving	4	4	0.00%
22 - Liquor Laws	0	1	-
24 - Disorderly Conduct	11	12	-8.33%
26 - All Other Offenses	4	2	100.00%
31 - Found/Recovered	3	4	-25.00%
32 - Traffic Violation Reported	11	48	-77.08%
37 - Property Damage MV Accident	1	0	-
46 - DOA	3	7	-57.14%
48 - Mental Observation	7	4	75.00%
49 - Miscellaneous Service Report	1	4	-75.00%
50 - Miscellaneous Public Report	12	6	100.00%
55 - Health and Safety	1	0	-
72 - Morals - Decency Crimes	1	0	-
73 - Public Order Crimes	1	3	-66.67%
90 - Administration	18	35	-48.57%
99 - CAD Codes	0	2	-
	108	205	



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GTPD Monthly Case Report

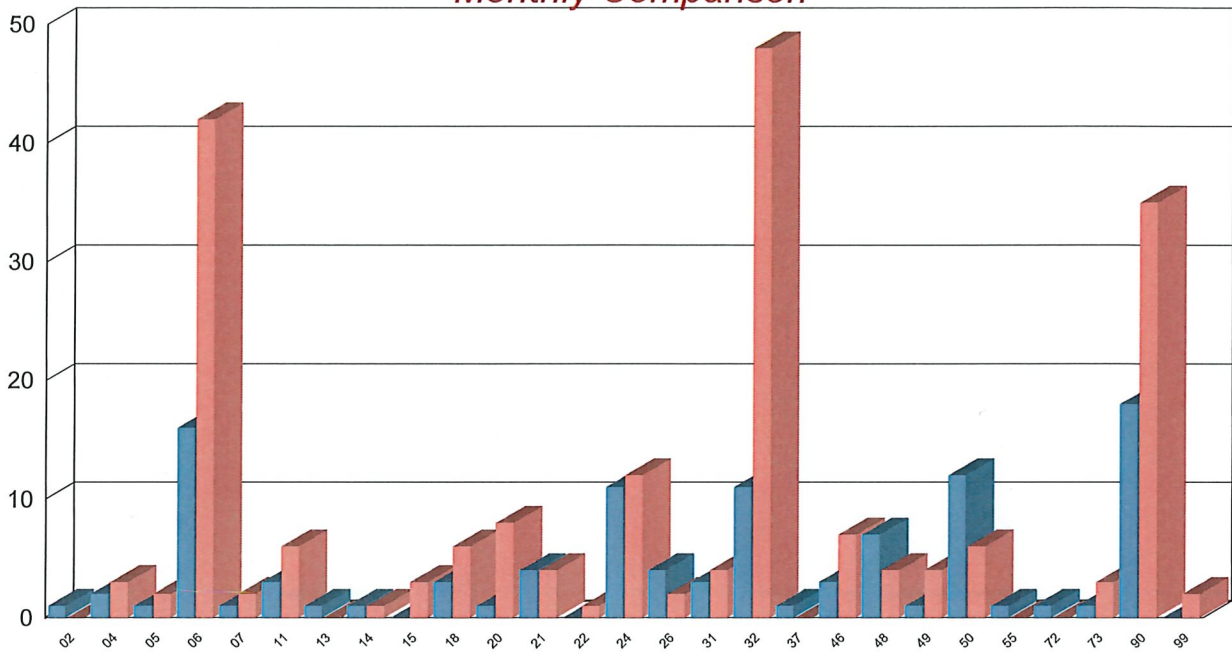
Wednesday, February 28, 2024

1:13:27 pm

** For official use only **

***** Case Reports

Monthly Comparison





Citations by Statutes

Printed On: 02/28/24 13:14

Germantown

Reporting Period: 01/01/2024 - 01/31/2024

This report contains all citations.

	Total	Local Ordinance	Traffic Violation	Warning
341.03(1) - OPERATE AFTER REV/SUSP OF REGI	10	0	4	6
341.04(1) - NON-REGISTRATION OF AUTO, ETC	16	0	5	11
341.04(2) - IMPROPER REGISTRATION OF AUTO,	1	0	0	1
341.15(1) - FAIL/DISPLAY VEHICLE LICENSE P	1	0	0	1
341.15(2) - IMPROPERLY ATTACHED LICENSE PL	1	0	0	1
341.15(3)(b) - IMPROPER DISPLAY/PLATES (HARD	1	0	0	1
343.05(3)(a) - OPERATE W/O VALID LICENSE	11	0	11	0
343.44(1)(a) - OPERATING AFTER SUSPENSION	11	0	9	2
343.44(1)(b) - OPERATING WHILE REVOKED	1	0	1	0
343.44(1)(b) - OPERATING WHILE REVOKED (FORFEITURE 3RD)	1	0	1	0
343.44(1)(b) - OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)	4	0	4	0
344.62(1) - OPERATE MOTOR VEHICLE W/O INSURANCE	6	0	5	1
344.62(2) - OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	1	0	0	1
346.07(2) - Unsafe Cutting in When Passin	1	0	0	1
346.13(1) - UNSAFE LANE DEVIATION	1	0	0	1
346.13(3) - DEVIATION FROM DESIGNATED LANE	1	0	1	0
346.14(1m) - AUTOMOBILE FOLLOWING TOO CLOSELY	1	0	0	1
346.18(2) - FAIL/YIELD WHILE MAKING LEFT T	1	0	0	1
346.18(3) - FAIL/YIELD RIGHT/WAY FROM STOP	4	0	4	0
346.31(3) - Improper Left Turn	1	0	0	1
346.33(1)(d) - UNLAWFUL U/Y TURN-ERECTED SIGN	1	0	0	1
346.34(1)(b) - Fail to Signal Turn	1	0	0	1
346.37(1)(c)1 - VIOLATE RED TRAFFIC	6	0	5	1
346.46(1) - FAIL TO STOP/IMPROPER STOP AT	2	0	1	1
346.57(2) - UNREASONABLE AND IMPRUDENT SPE	4	0	3	1
346.57(3) - DRIVING TOO FAST FOR CONDITION	1	0	1	0
346.57(4)(gm)2 - SPEEDING ON FREEWAY (11-15 MPH)	1	0	0	1
346.57(5) - EXCEEDING SPEED ZONES, ETC. (1-10 MPH)	1	0	0	1
346.57(5) - EXCEEDING SPEED ZONES, ETC. (11-15 MPH)	5	0	0	5
346.57(5) - EXCEEDING SPEED ZONES, ETC. (16-19 MPH)	1	0	0	1
346.62(2) - Reckless Driving-Endanger Saf	1	0	1	0
346.63(1)(a) - OPERATING WHILE UNDER THE INFLUENCE	3	0	3	0
346.63(1)(a) - OPERATING WHILE UNDER THE INFLUENCE(3RD)	1	0	1	0



Citations by Statutes

Printed On: 02/28/24 13:14

<i>This report contains all citations.</i>	Total	Local Ordinance	Traffic Violation	Warning
346.63(1)(a) - OWI (4TH)	1	0	1	0
346.63(1)(B) - OPERATING W/PAC (1ST)	1	0	1	0
346.63(1)(b) - OPERATING W/PAC (3RD)	1	0	1	0
346.63(1)(b) - OPERATING W/PAC (4TH)	1	0	1	0
346.67(1) - HIT AND RUN	1	0	1	0
346.68 - HIT AND RUN-UNATTENDED VEHICLE	1	0	1	0
346.89(1) - INATTENTIVE DRIVING	3	0	3	0
346.89(3)(a) - TEXTING WHILE DRIVING	1	0	0	1
346.935(2) - POSSESS OPEN INTOXICANTS IN MV	2	0	2	0
347.06(1) - Operation w/o Required Lamps	3	0	0	3
347.06(3) - Unclean/Defective Lights or R	2	0	0	2
347.13(1) - No Tail Lamp/Defective Tail L	4	0	0	4
347.13(3) - Oper Veh w/o Registr Lamps	1	0	0	1
347.14(1) - OPERATE VEHICLE W/O STOPPING LIGHTS	1	0	0	1
347.413(1) - Ignition Interlock Device Tam	1	0	1	0
9.01(113) - Mistreating Animals	1	1	0	0
9.01(115) - POSSESSION OF MARIJUANA	1	1	0	0
9.01(50) - Trespass to Land	1	1	0	0
9.01(54) - Theft of Movable Property	1	1	0	0
9.01(63) - 3390901306	1	1	0	0
9.01(63)a - SHOPLIFTING - TAKE MERCHANDISE	3	3	0	0
9.01(66) - Lewd and Lascivious Behavior	1	1	0	0
9.1 - 3390900085	1	1	0	0
9.943.50 - Shoplifting	1	1	0	0
TR305.32(4)(b)2 - VENT/SIDE WINDOW EXCESSIVE TIN	1	0	0	1
Total	139	11	72	56



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Monthly Calls for Service

Wednesday, February 28, 2024

1:16:05 pm

** For official use only **

Column1: 01/01/24 - 01/31/24

Column2: 01/01/23 - 01/31/23

Germantown

	2024	2023	%Change
51 - Chapter 51	4	3	33.33%
911 - 911 Hang up/Abandoned/Misdial	46	108	-57.41%
A - Alarm - Automated	47	26	80.77%
AC - Animal Complaints	10	6	66.67%
AF - Alarm-Fire	20	9	122.22%
AO - All Others	0	2	-
AS - Assault	0	1	-
ASTV - Assist Village Dept	9	2	350.00%
AV - Abandoned Vehicle	3	2	50.00%
B - Burglary	1	2	-50.00%
BC - Building Checks	79	85	-7.06%
BITE - Animal Bite	1	0	-
BUS - School Bus Violation	0	1	-
CHILD - Child Abuse/Neglect	2	1	100.00%
CIV - Civil Matter	10	8	25.00%
CKD - Car-Deer Accident	6	6	0.00%
CP - Community Policing	210	254	-17.32%
CSUB - Controlled Substance	4	4	0.00%
CV - Conveyance	1	0	-
CW - Check on the Welfare	28	28	0.00%
D - Death	3	6	-50.00%
DC - Disorderly Conduct	19	22	-13.64%
DIS - Disabled Vehicle	56	39	43.59%
DRONE - Drone Deployment	0	1	-
DRONETR - Drone Training	0	3	-
DV - Domestic Violence	3	2	50.00%
FAMT - Family Trouble	5	6	-16.67%
FIRE - Fire	12	6	100.00%
FLOC - Flock Activation	4	7	-42.86%
FP - Found Property	3	3	0.00%
FRAU - Fraud	13	8	62.50%
HARA - Harassment	5	3	66.67%
JUV - Juvenile Complaint	1	2	-50.00%
K9Appreh - K9 Apprehension Deployment	2	0	-



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Column1: 01/01/24 - 01/31/24

Column2: 01/01/23 - 01/31/23

K9BSrch - K9 Building Search Deployment	1	0	-
K9Drug - K9 Drug Deployment	5	16	-68.75%
K9Other - K9 Deployment - Other	0	1	-
K9Track - K9 Track Deployment	0	2	-
K9Train - K9 Training	1	0	-
LITT - Littering	1	0	-
LL - Liquor Laws	0	1	-
LP - Lost Property	1	0	-
LPC - License Premise Check	34	11	209.09%
MA - Mutual Aid Given	14	15	-6.67%
MF - Miscellaneous Fire	8	0	-
MS - Misc Non-Call Activity	1	0	-
MUVI - Municipal Violation	6	10	-40.00%
MVTH - Motor Vehicle Theft	0	1	-
NC - Noise Complaint	2	7	-71.43%
OPEN - Unlocked Buildings	5	0	-
OWI - Operating while Intoxicated	5	4	25.00%
PARK - Parking Complaint	28	13	115.38%
PC - Positive Contact	164	155	5.81%
PDO - Accident/PDO	52	29	79.31%
PI - Accident/PI	9	5	80.00%
POWER - Power Outage Reports	2	0	-
PR - Public Relations/Education	7	9	-22.22%
PRINT - Fingerprinting	2	3	-33.33%
Q1 - Public Records Request	54	55	-1.82%
R - Radar	1	3	-66.67%
RBOD - Request By Other Dept	3	8	-62.50%
RCAL - Rescue Call	171	130	31.54%
RFAS - Request For Assistance	23	25	-8.00%
RH - Road Hazard	32	20	60.00%
RO - Restraining Order Violation	1	0	-
RR - Report For Record	20	18	11.11%
RUN - Runaway	0	1	-
RW - Report Writing	1	0	-
SA - Suspicious Activity	28	44	-36.36%
SC - School Check	85	73	16.44%
SOFF - Sex Offense	3	1	200.00%



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Column1: 01/01/24 - 01/31/24

Column2: 01/01/23 - 01/31/23

SP - Stolen Property	2	1	100.00%
SS - Special Assignment	0	4	-
SUSO - Speak Up Speak Out	3	0	-
SWAT - SWAT Call Out	0	2	-
T - Theft	20	50	-60.00%
TA - Traffic Assignment	11	20	-45.00%
TRUA - Truancy	5	1	400.00%
TS - Traffic Stop	216	275	-21.45%
V - Vandalism	0	1	-
VAP - Vaping Device	1	0	-
VC - Vehicle Check	4	2	100.00%
VDC - Vehicle Complaint	19	36	-47.22%
VEN - Entry into Vehicle	1	0	-
VID - Vehicle in Ditch-no Damage	58	10	480.00%
VLO - Vehicle Lock Out	8	12	-33.33%
WA - Warrant Arrest	14	15	-6.67%
WEAP - Weapons	2	4	-50.00%
XPAT - Extra Patrol/Watch	81	89	-8.99%
Total	1,822	1,838	



Arrests by Statute Report

Printed On: 02/28/24 13:17

Reporting Period: 01/01/24 - 01/31/24

This report contains all arrest charges.

	Total	Felony	Misdemeanor	Non-Criminal	Ordinance	Unclassified
343.05(3)(a) - OPERATE W/O VALID LICENSE	5			5		
343.44(1)(b) - Operating While Revoked / OWI	4		4			
346.63(1)(a) - OPERATING WHILE UNDER THE INFLUENCE	3				3	
346.63(1)(a) - OPERATING WHILE UNDER THE INFLUENCE (3RD)	1		1			
346.63(1)(a) - OPERATING WHILE UNDER THE INFLUENCE (4TH+)	1	1				
346.63(1)(b) - OPERATING W/PAC (1ST)	1				1	
346.63(1)(b) - OPERATING W/PAC (3RD)	1		1			
346.63(1)(b) - OPERATING W/PAC (4TH+)	1	1				
346.935(2) - POSSESS OPEN INTOXICANTS IN MV-DRIVER	1			1		
347.413(1) - Ignition Interlock Device Tampering	1		1			
51.15 - Emergency Detention Ch 51	3			3		
9.01(113) - Mistreating Animals	1				1	
9.01(115) - POSSESSION OF MARIJUANA	4				4	
9.01(50) - Trespass to Land	2				2	
9.01(54) - Theft of Movable Property	1				1	
9.01(63)A - SHOPLIFTING - TAKE MERCHANDISE	9				9	
9.01(63)b - SHOPLIFTING - CONCEAL MERCHANDISE	1				1	
9.041 - 254.92 TOB\NICOTINE\VAPE PROD PROHIB AGE 12-17 1ST	1				1	
9.045(3) - 961.573(1) POSSESSION OF DRUG PARAPHERNALIA	1				1	
9.047(1) - 118.163(1)(b) HABITUAL TRUANCY (JUVENILE)	1				1	
9.047(1) - 118.163(1)(d) TRUANCY (ADULT)	1				1	
9.1 - ANIMALS OR POULTRY RUNNING AT LARGE	1				1	
9.943.50 - Shoplifting	3		2		1	
90Z3 - Warrant/Hold - Probation & Parole	5				5	
90Z4 - Warrant - Other Dept Pickup	8				8	
90Z5 - Warrant Pickup - GTPD	3				3	
940.19(1) - Battery	1		1			
940.19(2) - Substantial Battery-Intend Bodily Harm	1	1				
940.235(1) - Strangulation and Suffocation	1	1				
941.20(2)(a) - Endanger Safety/Reckless Use of Firearm	1	1				
943.01 - Criminal damage to property	1		1			
943.20(1) - Theft >\$2,500-\$5,000	1	1				
943.20(1)(d) - Theft-False Representation-Domestic Animal, Firearm	1		1			
943.23 - Oper w/o owners consent	1				1	
943.24(2) - Issue of Worthless Checks (>\$2500)	1	1				
943.50(4)(bf) - Retail Theft - Felony	4	4				
946.41(1) - Resisting/Obstructing Officer	1		1			
946.49(1)(a) - Bail Jumping-Misdemeanor	1		1			



Arrests by Statute Report

Printed On: 02/28/24 13:17

Reporting Period: 01/01/24 - 01/31/24

This report contains all arrest charges.

	Total	Felony	Misdemeanor	Non-Criminal	Ordinance	Unclassified
946.49(1)(b) - Bail Jumping-Felony	3	3				
947.01 - Disorderly Conduct	8		6		2	
961.41(3g)(am) - Possession of Narcotic Drugs	2	2				
961.41(3g)(c) - Possession of Cocaine/Coca	3		3			
961.41(3g)(e) - Marijuana Possession Prohibited	1		1			
961.573(1) - Possess Drug Paraphernalia	4		4			
968.075(1)(a) - Domestic Abuse	2					2
GZ1 - Chapter 51	1				1	
Total	103	16	28	9	48	2



Germantown Police Department
N112W16877 Mequon Rd | Germantown, WI 53022 | Phone: (262) 253-7780

Wednesday, February 28, 2024
1:18:53 pm

Monthly Accidents

** For official use only **

ACCIDENTS

Column1: 01/01/24 - 01/31/24

Column2: 01/01/23 - 01/31/23

Germantown

	2024	2023	%Change
CKD - Car-Deer Accident	4	5	-20.00%
FIRE - Fire	0	1	-
OWI - Operating while Intoxicated	3	0	-
PDO - Accident/PDO	38	23	65.22%
PI - Accident/PI	9	4	125.00%
RW - Report Writing	1	0	-
Total	55	33	

Germantown Police Department



Roll Call Log 1

24-000211	Public Relations/Education	Disposition	Police Assist Given
01/04/24 13:3840	N112W17500 Mequon Rd	Unit	732
		Officer	JR098

Active Shooter presentation at Fairway Knoll

24-000283	Public Relations/Education	Disposition	Police Assist Given
01/05/24 14:1926	N112W13333 Mequon Rd	Unit	732
		Officer	JR098

24-000871	Public Relations/Education	Disposition	Cleared/No Report
01/15/24 11:1541	W204N11968 Goldendale Rd	Unit	732
		Officer	JR098

St Boniface School Safety Meeting

24-000918	Public Relations/Education	Disposition	Police Assist Given
01/16/24 08:3918	W204N11968 Goldendale Rd	Unit	707
		Officer	PAS117

St Boniface

24-001203	Public Relations/Education	Disposition	Police Assist Given
01/21/24 07:3332	W180N11501 River Ln	Unit	732
		Officer	JR098

24-001215	Public Relations/Education	Disposition	Police Assist Given
01/21/24 14:1603	W180N11501 River Ln	Unit	735
		Officer	RPB092

Germantown High School Basketball Tournament

24-001438	Public Relations/Education	Disposition	Police Assist Given
01/25/24 07:5607	W204N11968 Goldendale Rd	Unit	732
		Officer	JR098

St Boniface

Germantown Police Department



Roll Call Log 1

24-000114**K9 Drug Deployment**Disposition **Incident Report**

01/03/24 00:0242

N I 41 S/Lannon Rd

Unit **713**
Officer **JLP137**

Sgt conducted a K9 drug sniff ref GPD traffic stop #24-113. The K9 indicated on the vehicle for drugs by scratching the front driver side door handle. Officer located 5.26 grams of marijuana inside of the center console of the vehicle.

24-000237**K9 Drug Deployment**Disposition **Police Assist Given**

01/04/24 23:4626

S I 41 S/County Line Rd

Unit **713**
Officer **JLP137**

Sgt conducted a K9 drug sniff on WI Reg. ACV4022 ref GPD traffic stop #24-236. The K9 indicated for drugs by scratching the front driver side door seam of the vehicle. Drug paraphernalia was located inside of the vehicle.

24-000899**K9 Drug Deployment**Disposition **Police Assist Given**

01/16/24 01:0728

Commerce Cir/Maple Rd

Unit **713**
Officer **JLP137**

Sgt conducted a K9 drug sniff on WI Reg. AUP2113 ref GPD traffic stop #24-898. The K9 indicated for drugs by scratching the front passenger side door handle of the vehicle. No drugs were located inside of the vehicle however, the driver admitted a front seat passenger smoked marijuana inside of the vehicle approximately one week ago.

24-000906**K9 Training**Disposition **Police Assist Given**

01/16/24 05:4228

N112W16877 Mequon Rd

Unit **713**
Officer **JLP137**

Third shift K9 training

24-001587**K9 Drug Deployment**Disposition **Police Assist Given**

01/28/24 01:1217

Pilgrim Rd/Starlite Dr

Unit **713**
Officer **JLP137**

Sgt conducted a K9 drug sniff on WI Reg. ACS5879 ref GPD traffic stop #24-1586. The K9 did not indicate on the vehicle for drugs.

24-001638**K9 Drug Deployment**Disposition **Police Assist Given**

01/29/24 00:1329

N I 41 Off/Holy Hill Rd

Unit **713**
Officer **JLP137**

Sgt conducted a K9 drug sniff on a white 2010 Chevy Cobalt with VIN: 1G1AD5F5XA7118826 ref GPD traffic stop #24-1637. The K9 indicated for drugs by scratching the front driver side door handle of the vehicle. Drug paraphernalia, 1.41 grams of crack cocaine, 0.07 grams of fentanyl, and 0.5 grams of THC were located.

Germantown

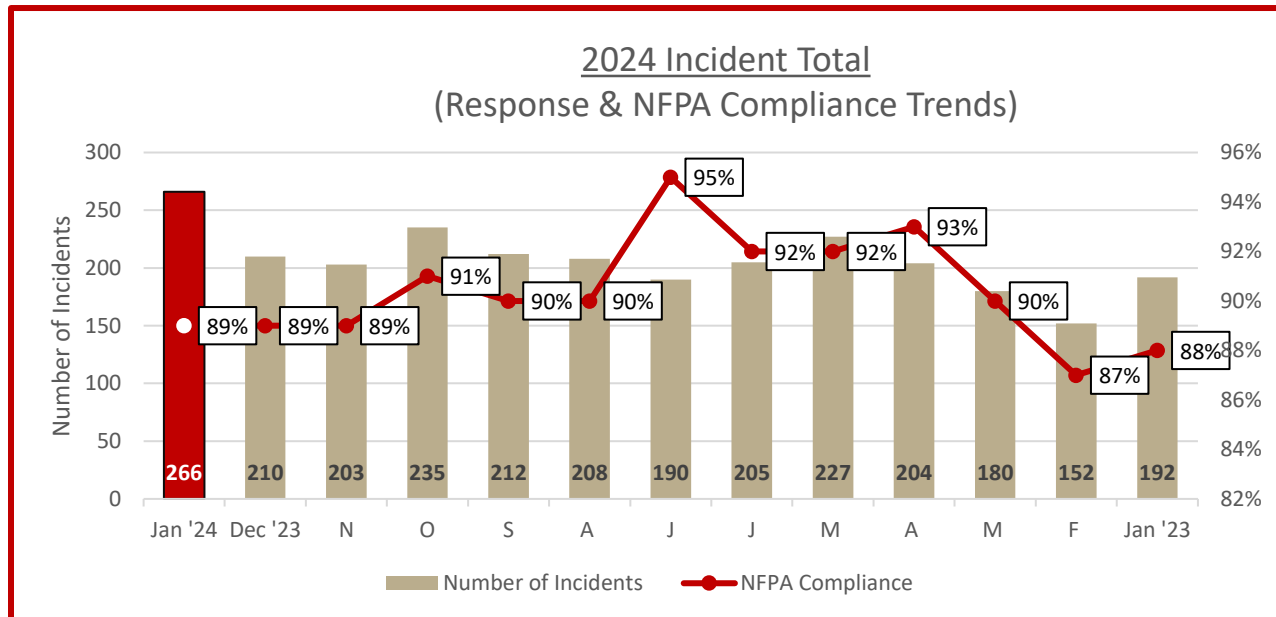
Fire Department

**Monthly Report
January 2024**



**John Delain
Fire Chief**

RESPONSE

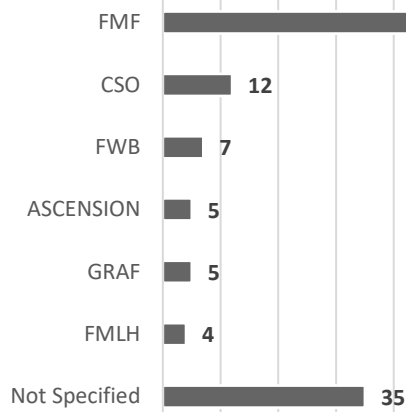


Performance Target: Arrival of crews within 8 minutes according to NFPA 1710 standard, and within 5:20 minutes per ISO Guidelines (NFPA standard is 90%).

Incident Type Group	JAN # of Incident
111 -Building fire	3
131 -Passenger vehicle fire	1
321 -EMS call, excluding vehicle accident with injury	177
322 -Vehicle accident with injuries	11
324 -Motor vehicle accident with no injuries	3
353 -Removal of victim(s) from stalled elevator	1
400 -Hazardous condition, other	1
412 -Gas leak (natural gas or LPG)	3
422 -Chemical spill or leak	5
424 -Carbon monoxide incident	4
445 -Arcing, shorted electrical equipment	7
463 -Vehicle accident, general cleanup	2
511 -Lock-out	1
531 -Smoke or odor removal	6
611 -Dispatched & canceled en route	15
700 -False alarm or false call, other	2
735 -Alarm system sounded due to malfunction	20

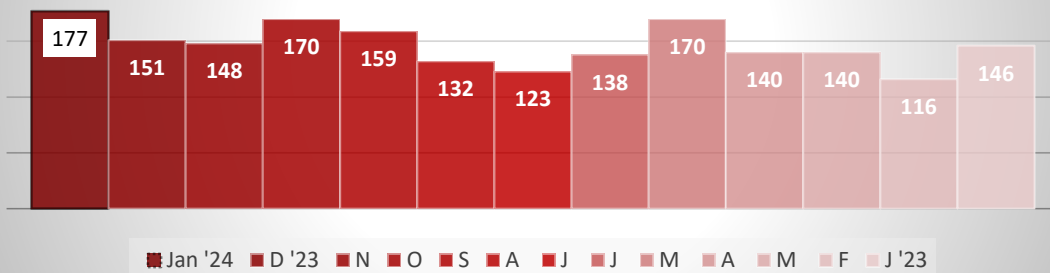
INCIDENTS

JAN HOSPITAL TRANSPORTS = 179

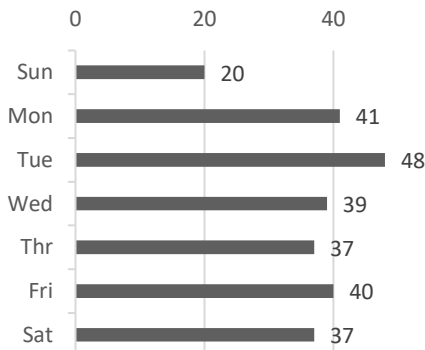


Location Details:	
FMF	Froedtert Falls
FMLH	Froedtert Main
GRAF	Aurora Grafton
ASCENSION	Ascension Falls
CHW	Children's
FWB	Froedtert West Bend
HARTFORD	Aurora Hartford
CSO	Columbia St Mary's

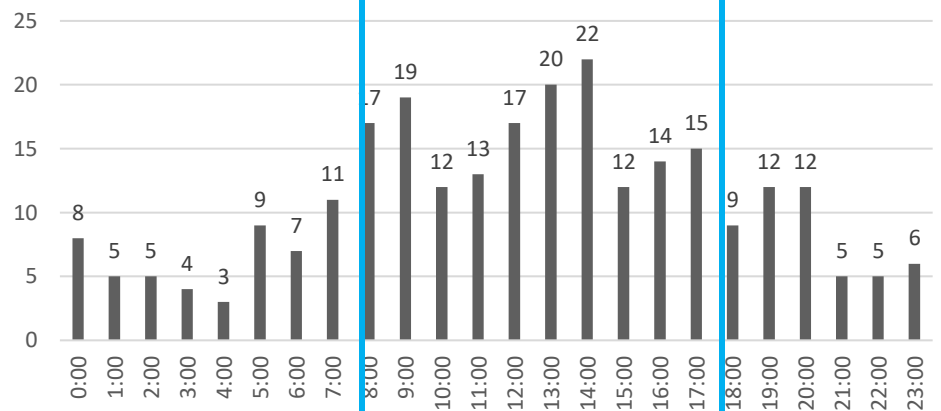
JAN Monthly EMS Calls = 177 (non-MVA)



JAN 2023 Calls by Day of Week

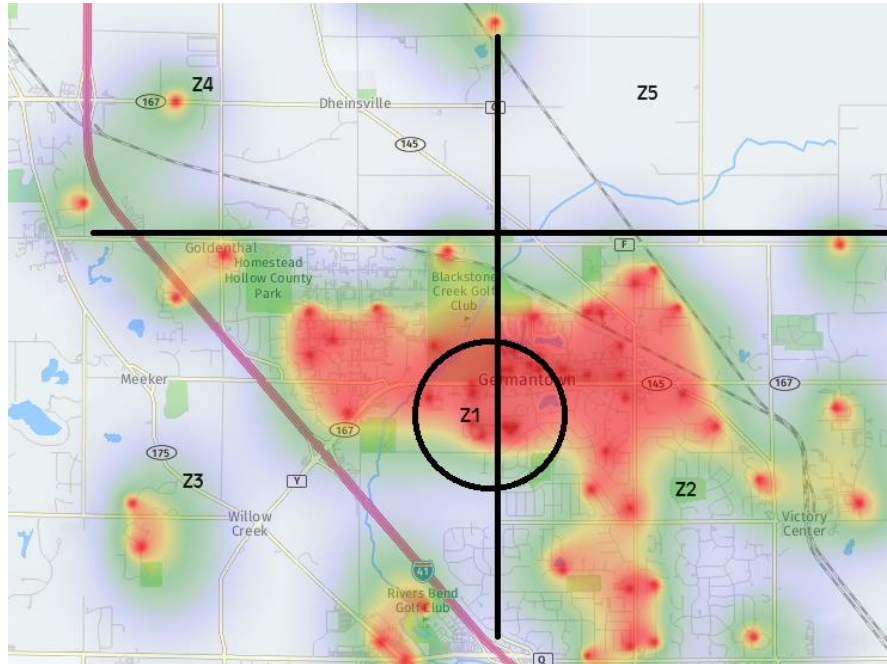


JAN 2023 - Calls by Time of Day



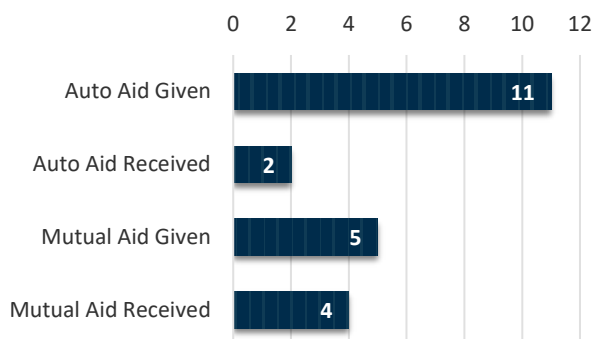
INCIDENTS

Call volume "Heat Map" indicating incidents in the Village by Zone.



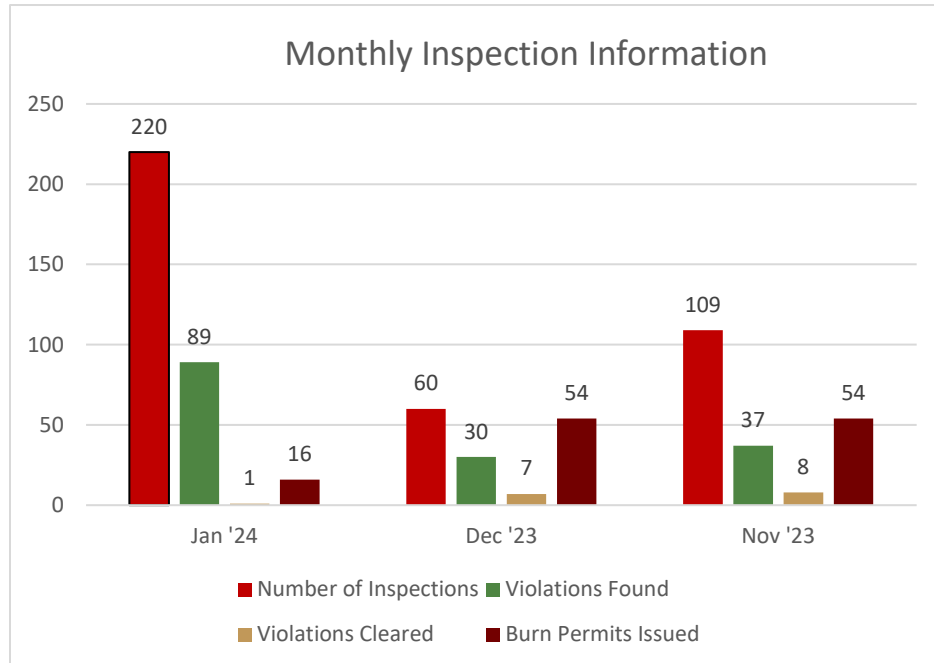
Districts Responded:	JAN
Zone 1 - Gables, Virginia Highlands, Tender Reflections, Fairway Knoll	54
Zone 2 - Southeast	112
Zone 3 - Southwest	58
Zone 4 - Northwest	8
Zone 5 - Northeast	4
Zone 6 - All areas outside the Village	19
Total	255

Jan - Mutual Aid Incidents including MABAS



	Jan	# of Incidents	# of Units
Auto Aid Given		11	11
.....Menomonee Falls			
Auto Aid Received		2	2
.....Menomonee Falls			
Mutual Aid Given		5	6
.....Cedarburg		1	1
.....Mequon		2	2
.....Richfield		2	3
Mutual Aid Received		4	5
.....Menomonee Falls		3	3
.....Richfield		2	2
Total:		22	24

INSPECTIONS



PUBLIC EDUCATION

JANUARY:

- (2) GFD Department Training
- (2) Post 17 Explorers Training
- 2 week new-hire academy
- GHS Hands-Only CPR – full day, ~140 students
- (1) Home fire safety inspection
- (2) vehicle maintenance days – recall repairs
- (2) ride-along days

BUSINESS OF THE PUBLIC SAFETY COMMITTEE

MEETING DATE: March 4, 2024

PLACEMENT: Presentation

ITEM TITLE: Dispatch Transition (ongoing discussion)

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

RECOMMENDATION:

ACTION BY Committee:

BUSINESS OF THE PUBLIC SAFETY COMMITTEE

MEETING DATE: March 4, 2024

PLACEMENT: Presentation

ITEM TITLE: Discussion on Public Safety Building Needs Assessment RFP

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

Public Works staff has prepared a draft RFP for a needs assessment and feasibility study to look at the immediate and long-term facility needs of the Police and Fire Departments. The study includes the following:

- Survey the use of existing space
- Allocate space required based on projected growth to include personnel, equipment and other factors
- Determine how space requirements can be met using existing facilities and potentially new facilities
- Conduct an analysis of the proposed location for feasibility

The draft RFP is attached for review and comment.

ATTACHMENT:

1. Germantown Public Safety Building Needs Assessment RFP

RECOMMENDATION:

ACTION BY Committee:



Public Works Department
N112 W17001 Mequon Rd.
P.O. Box 337
Germantown, Wisconsin 53022-0337
Phone: (262) 250-4721
www.germantownwi.gov

February 14, 2023

Village of Germantown Public Safety Building Needs Assessment Project
Request for Proposals (RFP)

PURPOSE

The Village of Germantown is seeking specific qualifications and proposals from architectural design firms with expertise and experience in:

1. Evaluating and assessing municipal police department, fire department, and general government facilities long-term space needs as it pertains to the construction of new public safety facility.
2. Conducting space studies and facility programming analysis of police department, fire department and general government functions to determine the size of (facility sq/ft) and location (site requirements) of a new facility.
3. An evaluation of the proposed location for a new public safety facility.
4. Providing an evaluation on construction of a new public safety facility.

QUALIFICATIONS

1. Description of the firm. *Limit 1 Page.*
2. Background and relevant experience of key personnel that will be working directly on this project. *Limit 3 pages*
3. Any additional information that you believe communicates the capabilities of your firm to perform this project. *Limit 3 pages.*
4. Up to three examples (copy) of work your firm has completed in government planning or space needs analysis. *Limit 3 pages.*
5. A list of three references (with contact information) from similar projects. *Limit 1 page.*

RESOURCES

A limited space study and construction estimate was completed by Zimmerman in early 2020. Developments since that study include the future consolidation of the Germantown police and fire dispatch function to Washington County, the possibility of co-locating some Fire Department programming in a shared new facility, and the possibility for growth in both departments following a spring 2024 referendum. A copy of the Zimmerman documents will be provided to the selected firm.

Staff will be available for interviews and tours.

To the extent drawings are available, those documents can be provided.

Draft 2/14/24 MJM

Current Properties

Village Hall is located at N112 W17001 Mequon Road.

The Germantown Police Department is located at N112 W16877 Mequon Road.

The Germantown Fire Department is located at N115 W18752 Edison Dr.

The proposed site for the new Public Safety facility is at N122 W17177 Fond du Lac Ave. This site is currently occupied by the Village of Germantown Department of Public Works (DPW). The main DPW office building and several storage facilities will be demolished in the Fall of 2024. Certain DPW facilities will remain on the site.

DELIVERABLES

The selected firm will be expected to provide at a minimum the following:

1. A written evaluation of the immediate and long-term space needs for the Police Department and Fire Department. This evaluation should factor in the outcome of the Spring 2024 referendum, additional projected growth in those departments and the consolidation of dispatch with Washington County.
2. A written assessment of the suitability of the existing facilities to meet the needs identified in item 1, above, and the costs to improve those facilities to address deficiencies.
3. If existing facilities do not meet the current and/or future space needs of the Police and Fire departments, provide an assessment of the site requirements (space, location, etc.), and space requirements needed to accommodate all employees, equipment, programming and functions.
4. Provide an estimated construction cost to build a building to accommodate space deficiencies identified above. This assessment should also factor in what programming will be retained in existing facilities through repurposing or remodeling and the anticipated costs of doing so.
4. An evaluation of the proposed site for feasibility. This should take into account site logistics, equipment storage, and response times for the Police and Fire Departments.
5. An analysis of co-locating identified Fire Department programming and space needs in the new facility and at the proposed site. This can be written in a “pros and cons” format.
6. A high-level space and concept plan for the improvement of existing facilities and construction of a new facility as covered in items 3) and 4) above.
8. A written evaluation of current communication systems (radio, SCADA, etc.) and equipment including towers, tower space (where leased), and footprint needed for services at the proposed location.

PROPOSAL

Draft 2/14/24 MJM

1. A detailed table of the work tasks that will be required to complete the work set forth in the PURPOSE and DELIVERABLES portion of this proposal and the costs associated with the work tasks or groups of tasks.
2. A timeline for the accomplishment of the tasks described in 1) above.
3. A statement of qualifications as set forth in QUALIFICATIONS above.
4. Any other materials needed to accurately portray the services proposed to the Village of Germantown.
5. Three paper copies of the final assessment and one electronic copy, or access to an online file share location for a minimum period of 60 days.
6. A copy of the proposed engagement agreement (in WORD format) that will be utilized for the work to be performed.
7. The proposal and engagement agreement must be negotiable.

CONSULTANT SELECTION

The Village of Germantown Trustees with the assistance of the Director of Public Works, Matt Mortwedt, Fire Chief John Delain, Police Chief Mike Snow, and Village Administrator Steve Kreklow will evaluate all proposals submitted. The Village Board of Trustees shall make the final selection for this engagement. The Trustees may request an in-person appearance for the purpose of interviewing one or more firms, but it is not obligated or required to do so and may select based solely on the submitted proposal. The Village reserves the right to reject any and all proposals or to accept the proposal which best serves the interests of the Village. The firm selected shall be an independent contractor. All submissions shall be subject to the Wisconsin public records statute and the Village reserves the right to retain all submitted proposals.

Three paper copies and one electronic copy of your proposal must be submitted no later than **3:00 P.M.** on **February 29, 2024**. Proposals should be directed and delivered to:

Department of Public Works
Director Matt Mortwedt
N112 W17001 Mequon Road
Germantown, WI 53029
mmortwedt@germantownwi.gov

Village of Germantown Police Department
Chief Mike Snow
N112 W16877 Mequon Road
Germantown, WI 53029
msnow@germantownpolicewi.gov

Village of Germantown Fire Department
Chief John Delain
N115 W18752 Edison Rd
Germantown, WI 53022
jdelain@germantownwi.gov

Questions regarding this RFP must be submitted via email to Matt Mortwedt.

BUSINESS OF THE PUBLIC SAFETY COMMITTEE

MEETING DATE: March 4, 2024

PLACEMENT: Action Item

ITEM TITLE: Knoxbox key Holders Purchase

SUBMITTED BY: John Delain, FIRE CHIEF

SUMMARY EXPLANATION:

GFD is requesting to purchase new vehicle Knoxbox keyholders for our vehicles. Total cost is \$10,272.00 (See quote). Funding will come from ACT 102 funds.

ATTACHMENT:

1. KNOX Quote QT-KA-52941 CUS103492 Germantown Fire Dept

RECOMMENDATION:

Reccomend approval to purchase.

ACTION BY Committee:



Knox Company
1601 W Deer Valley Rd
Phoenix AZ 85027
United States

Quote# QT-KA-52941

QUOTED TO:

CUS103492
GERMANTOWN FIRE DEPT
N115W18752 EDISON DR
GERMANTOWN WI 53022-3136
UNITED STATES
WASHINGTON

SHIP TO:

GERMANTOWN FIRE DEPT
N115W18752 EDISON DR
GERMANTOWN WI 53022-3136
UNITED STATES
WASHINGTON

Expires On	Sales Rep	Terms	PO #	Shipping Method
8/14/2024	Jeff Mizinski	N30 - Net 30		Ground Shipping < 75 LBS

Item	Description	Quantity	Units	Rate	Amount
KLS-8701K	Knox eKey™, 8700 PROGRAMMABLE ELECTRONIC KEY, ASYMMETRIC	6	EA	\$432.00	\$2,592.00
Installation Address: Primary System Code Role: PS-24-0014-03-83-EKY01					
KS-6K2	KeySecure® 6, SUPPORTS 1 eKEY, 1 MSTR KEY	6	EA	\$1,200.00	\$7,200.00
Installation Address: Primary System Code Role: PS-24-0014-03-83-EKY01					
90034-KS5KS6	REPAIR TECH LOCK, KeySecure® 5/6	6	EA	\$0.00	\$0.00
Installation Address: Primary System Code Role: PS-24-0014-03-83-RTB02					
KLS-MB-60	MOUNTING BRACKET 60° ANGLE, KeySecure® 5 & 6	6	EA	\$80.00	\$480.00
Installation Address: Primary System Code Role: PS-24-0014-03-83-EKY01					

Memo: Please sign quote to purchase. Thank you.

Subtotal	\$10,272.00
Tax Amount	\$0.00
Shipping and Handling	\$115.00

Total \$10,387.00



QT-KA-52941

Terms and Conditions

All pricing is subject to change and is based on a quantity order to be shipped all at one time. Prices quoted are valid through the "Expires On" date shown. All shipping and handling fees, if provided, are estimates based upon ground service to the address shown above. Knox will provide you a firm cost for shipping and handling fees when order is placed. Knox provides detailed installation instructions with each Knox product. However, Knox is not responsible for actual installation.

SALES TAX DISCLAIMER: Knox is required to collect sales tax for purchases made in the following states: AL, AR, AZ, CA, CO, CT, FL, GA, IA, IL, IN, KS, KY, MA, MD, ME, MI, MN, NC, NE, NJ, NM, NV, NY, OH, OK, PA, RI, SC, TN, TX, UT, VA, VT, WA and WI. Where applicable, Knox will charge sales tax unless you have a valid sales tax exemption certificate on file with Knox. If you are sales tax exempt, you must provide us with an exemption certificate at the time the order is placed.

Please submit a purchase order form.

By signing, you accept this Quotation and Terms, including the product configuration and payment terms indicated above.

Signature / Date

BUSINESS OF THE PUBLIC SAFETY COMMITTEE

MEETING DATE: March 4, 2024

PLACEMENT: Action Item

ITEM TITLE: Repairs to Burn Tower

SUBMITTED BY:

SUMMARY EXPLANATION:

GFD is requesting to make repairs to our burn tower. In the attachment are two quotes, one for supplies, and one for labor. The total for both is \$38,397.00 This money was included in the 2024 budget.

ATTACHMENT:

1. germantown_wi_(repairs)_12-14-2023
2. Estimate_5355_from_Berriochoa_Construction_Inc

RECOMMENDATION:

Reccomend approval

ACTION BY Committee:

PROPOSAL

FIRE FACILITIES INC.

314 WILBURN ROAD
SUN PRAIRIE, WI 53590-9401



"ASK BEFORE YOU BUY" - THE ONLY MAJOR STEEL FIRE TRAINING TOWER MANUFACTURED IN THE UNITED STATES



To:	From:	
Germantown Fire Department Attn: Robert Asmondy, Battalion Chief Proposal # 5496	John Schauf Regional Manager	Date: December 14, 2023 Phone: 1-800-929-3726 or (608) 327-4100 Fax: 1-866-639-7012 or (608) 834-1843 E-mail: jschauf@firefacilities.com

Remarks:

This proposal is regarding the price requested for Germantown, WI .
The total estimated weight for these materials is 2,771.49 lbs.
The total price for this fire tower or parts, F.O.B. destination is \$17,747.00 as described below: * See tax note below
Freight: \$750.00

Freight + Material Price: \$18,497.00

Price Includes The Following:

- Westec insulating system for lining the NW corner walls of the annex burn room: [(2) approximately 4.5' long x 8' high walls]
- Westec insulating system for lining the NE corner walls of the annex burn room: [(2) approximately 6' long x 8' high walls]
- Westec insulating system for lining half of the annex burn room ceiling (north side): [approximately 8' x 20' ceiling area]
- SS Westec trims for entire ceiling perimeter and for both wall corners listed above
- (3) New thermocouples [(2) ceiling probes and (1) wall probe]
- Replacement Westemp panels and (2) replacement spring closures for interior burn room annex door
- (2) Replacement floor joists and (1) replacement joist end track for annex ceiling (includes attachment hardware)
- (5) Replacement floor panels and corresponding floor edge trim for annex attic floor (includes attachment hardware)
- (2) New tower floor joists w/ attachment clips for tower 4th floor (includes attachment hardware)
- (7) Replacement floor panels and corresponding floor edge trim for tower 4th floor (includes attachment hardware)
- (1) Replacement FO stud and (1) header track w/ attachment clips for 3rd floor west wall shutter (includes attachment hardware)

Per Drawings Dated December 14, 2023

Payment is due in full, 30 days from ship date. Prices quoted in U.S. Dollars. Prices include the design, materials, fabrication, and freight only - foundation and erection labor prices only if shown.
Applicable taxes may need to be added based on location. Prices effective 60 days from date of this proposal.

3004.eff.0423

1 of 1

ESTIMATE

Beriochoa Construction Inc.
741 Selden St
Columbus, WI 53925

berriochoa1@outlook.com

+1 (608) 469-4688

berriochoaconstruction.net

Germantown Fire Department

Bill to
Germantown Fire Department

Estimate details
Estimate no.: #5355
Estimate date: 02/19/2024

#	Date	Product or service	SKU	Qty	Rate	Amount
1.		Fire training tower repairs Repairs based off fire facilities engineering proposal #5496 dated December 14th 2023 Includes all equipment labor and hotel and per diems for the duration of the project.		1	\$19,900.00	\$19,900.00

Total

\$19,900.00

Ways to pay



BUSINESS OF THE PUBLIC SAFETY COMMITTEE

MEETING DATE: March 4, 2024

PLACEMENT: Action Item

ITEM TITLE: Application for Temporary Class "B" / "Class B" Retailer's License -
Kiwanis of Germantown

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. Temporary Class B and Class B Retailer's License - Kiwanis of Germantown

RECOMMENDATION:

ACTION BY Committee:

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.

Application Date: 2/15/24

☐ Town ☒ Village ☐ City of Germanatown

County of Washington

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 7/25/24 and ending 7/25/24 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Kiwanis of Germanatown

(b) Address PO Box 531 Germanatown, WI 53022
(Street)

☐ Town ☒ Village ☐ City

(c) Date organized 1978

(d) If corporation, give date of incorporation

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Tom Barney, N105 W16775 Old Farm Road, Germanatown, WI 53022

Vice President Mark Schroeder, W150 N10086 Windsong Circle West, Germanatown, WI 53022

Secretary Elizabeth Green, N116 W16033 Main Street, Germanatown, WI 53022

Treasurer Jim Barnes, N104 W14558 Heritage Hills Parkway, Germanatown, WI 53022

(g) Name and address of manager or person in charge of affair:

Elizabeth Green

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Fireman's Park, W162 N11870 Park Avenue, Germanatown, WI 53022

(b) Lot Block

(c) Do premises occupy all or part of building? New Pavilion

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. Name of Event

(a) List name of the event Taste of Germanatown

(b) Dates of event Thursday, July 25, 2024 5:00 - 9:00 P.M.

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Mark Schroeder 2/15/24
(Signature / Date)

Kiwanis of Germanatown
(Name of Organization)

Date Filed with Clerk

2/15/24

Date Reported to Council or Board

PS + VB

Date Granted by Council

License No.

AT-315 (R 9-10)

Wisconsin Department of Revenue

Rec # 000498-0009

OK
2/15/24

BUSINESS OF THE PUBLIC SAFETY COMMITTEE

MEETING DATE: March 4, 2024

PLACEMENT: Presentation

ITEM TITLE: Position Descriptions from Police System Specialist and Police Support Specialist

SUBMITTED BY: Mike Snow, POLICE CHIEF

SUMMARY EXPLANATION:

With the planned consolidation of dispatch services with Washington County, it is necessary to create new positions to manage tasks that have been assigned to Communications Officers. I have attached descriptions for Police Support Specialist and Police System Specialist, for your review.

ATTACHMENT:

1. Police_Support_Specialist_desc
2. police_systems_specialist

RECOMMENDATION:

ACTION BY Committee:

**Village of Germantown
Police Department
Police Support Specialist
Job Description**

Job Title: Police Support Specialist
Reports To: Lieutenant
Employment Category: Full Time, Non-Exempt
Department: Police Department
Pay Grade: 2

Job Summary:

The support specialist will assist the patrol Lieutenant with all matters relating to accreditation, including the process to become accredited and maintain accreditation. They will work closely with the Wisconsin Law Enforcement Accreditation Group (WiLEAG) to ensure all policies and directives are in accordance with WiLEAG standards. The support specialist will coordinate with Mid Moraine municipal court to oversee all matters related to municipal court. This will include review of all municipal citations, scheduling and notification of trials, court officer duties and anything else related to municipal court. The support specialist will assist in other support capacities to include NCIC/CIB entries, and TIME system administration.

Essential Duties and Responsibilities:

The following are the fundamental job duties and responsibilities. These are not to be construed as exclusive or all-inclusive; other duties may be required and assigned, as management deems necessary.

- Perform duties of accreditation manager to comply with Wisconsin Law Enforcement Accreditation Group standards.
- Manage department accreditation using PowerDMS.
- Perform duties of Validation Officer to include accuracy of NCIC/CIB entries, submit monthly validation of NCIC/CIB entries as required by CIB, prepare agency for bi-annual CIB audit, and maintain hard copies of all reports with active NCIC/CIB entries.
- Ensure all agency personnel have the proper certifications and credentials for access to the TIME System.

- Train new employees and assist with the process of certification.
- Train current employees and assist with the process of recertification.
- Maintain an employee roster with the Department of Justice (DOJ) for CIB, Train, and eTIME.
- Prepare pretrial discovery packets for the Village Attorney.
- Distribute Officer court notifications and update schedule with court information.
- Coordinate with Mid-Moraine Municipal Court to ensure accuracy of court list and any other possible discrepancies.
- Forward disposition cards to Mid-Moraine Municipal Court.
- Process necessary paperwork to dispose of abandoned vehicles towed by the Germantown Police Department.
- Review warrants entered into NCIC/CIB for accuracy and make necessary corrections as needed.
- Prepare miscellaneous written correspondence as needed.
- Answering telephones when needed. Take initial complaint information and service requests via phone and refer information to appropriate staff.
- Take telephone messages for personnel not on duty or unavailable and transmit such information to appropriate personnel.
- Make initial contact with citizens coming into the police department lobby. Determine

Required Qualifications, Knowledge, Skills and Abilities:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Written and oral communication skills
- Computer skills and knowledge of general office technology
- Experience with Microsoft Office products required.
- Dependability.
- Patience, and courtesy in a wide variety of situations.
- Must have strong attention to detail.

- Ability to keep sensitive information confidential.

Education and/or Experience:

High School Diploma or equivalent required. Office experience preferred.

Language Skills

- Ability to relate to and communicate effectively with others both verbally and in writing.
- Considerable knowledge of business English, grammatical construction, spelling, punctuation and possession of an excellent vocabulary.

Reasoning Ability

- Ability to exercise good judgment and decisiveness.
- Ability to work well under pressure and handle stressful situations, to organize work and set priorities, managing time and resources to meet deadlines.
- Ability to develop work methods and procedures with initiative and judgment and to use resourcefulness and tact in meeting new problems.

Other Qualifications

- Working knowledge of Microsoft Office software and their applications.
- Ability to effectively interact with the public.
- Ability to use a variety of office equipment including a multi-line phone system.
- General knowledge of Village street system.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms.
- Specific vision abilities required by this job include close vision, ability to adjust focus, and the ability to sustain prolonged visual concentration.
- Requires the ability to operate, maneuver and or provide simple but continuous adjustment on equipment, machinery and tools such as computer and other office machines, and or materials used in performing essential functions.
- Ability to coordinate eyes, hands, feet and limbs in performing slightly skilled movements such

as typing and to operate various pieces of office equipment.

- Ability to recognize and identify degrees of similarities and differences between characteristics of colors, shapes and textures associated with job-related objects, materials and tasks.
- The employee must exert light physical effort in sedentary to light work, occasionally involving lifting, carrying, pushing, pulling, crouching, crawling, kneeling, stooping and or moving up to 25 pounds.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The noise level in the work environment is moderately quiet. Work is typically performed in an office setting.
- This position is performed sitting at a desk 7-8 hours per day at a computer. Work schedule will typically be Monday-Friday from 8am to 4pm.
- Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as repetitive computer keyboard use, irate individuals and intimidation may cause discomfort and poses limited risk of injury.

Selection Guidelines, Reasonable Accommodations, and Receipt:

The selection process may include formal application, rating of qualifications and experience, oral interviews, reference checks, background examination, and job-related tests.

The above is intended to describe the general content of and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and applicant and is subject to change by the employer as the needs of the employer and requirements of the job change.

The Village of Germantown is an Equal Opportunity Employer. In compliance with state and federal law, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Applicant Signature

Date

Village of Germantown Police Department Police Systems Specialist Job Description

Job Title: Police Systems Specialist
Reports To: Police Lieutenant
Employment Category: Full Time, Non-Exempt
Department: Police
Pay Grade: 2

Job Summary:

Reporting to the Police Lieutenant, the Police Systems Specialist will work with managed IT services to manage, oversee, troubleshoot, and maintain, the numerous technology systems within the department.

Essential Duties and Responsibilities:

The following are the fundamental job duties and responsibilities. These are not to be construed as exclusive or all-inclusive; other duties may be required and assigned, as management deems necessary.

- General oversight and management of technology systems within the Police Department including, but not limited to:
 - Pro Phoenix – Records Management System (RMS), Computer Aided Dispatch (CAD), Wireless Digital Assistant (WDA)
 - AXON – Body Worn Cameras (BWC), Fleet Cameras, Electronic Control Devices (ECD)
 - Security Systems
 - Phone Systems – Norcom, FirstNet
 - Scheduling Software – Aladtec
 - Traffic and Criminal Software (TraCS)
 - VESTA 911 Phone System
- Work with General Communications to ensure proper functioning of radio counsels and portable radio equipment.
- Work with managed IT services to setup and maintain assigned desktop and laptop computers.
- Research and make recommendations for the implementation of technology solutions that will improve the efficiency of department staff.

- Receive necessary training and certifications to allow identification of, and the ability to correct, issues with software programs vital to staff operations.
- Setup new hires with permissions and access necessary to use systems to perform assigned tasks.
- Complete required reporting, training and upgrades for participation in the Wisconsin Prescription Drug Monitoring Program (PDMP).

Required Qualifications, Knowledge, Skills and Abilities:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Computer skills and knowledge of general office technology
- Experience with Microsoft Office products required.
- Strong written and oral communication skills
- Dependability
- Ability to work with members of the community and Village staff.
- Ability to use good judgment, patience, and courtesy.
- Must have strong attention to detail.

Education and/or Experience:

High School Diploma or equivalent required. Office experience preferred.

Language Skills

- Ability to relate to and communicate effectively with others both verbally and in writing.
- Considerable knowledge of business English, grammatical construction, spelling, punctuation and possession of an excellent vocabulary.

Reasoning Ability

- Ability to exercise good judgment and decisiveness
- Ability to work well under pressure and handle stressful situations, to organize work and set priorities, managing time and resources to meet deadlines.

Other Qualifications

- Working knowledge of Microsoft Office software and their applications.
- Ability to effectively interact with the public.
- Ability to use a variety of office equipment
- Good customer service skills and dependability are essential.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms.
- Specific vision abilities required by this job include close vision, ability to adjust focus, and the ability to sustain prolonged visual concentration.
- Requires the ability to operate, maneuver and or provide simple but continuous adjustment on equipment, machinery and tools such as computer and other office machines, and or materials used in performing essential functions.
- Ability to coordinate eyes, hands, feet and limbs in performing slightly skilled movements such as typing and to operate various pieces of office equipment.
- Ability to recognize and identify degrees of similarities and differences between characteristics of colors, shapes and textures associated with job-related objects, materials and tasks.
- The employee must exert light physical effort in sedentary to light work, occasionally involving lifting, carrying, pushing, pulling, crouching, crawling, kneeling, stooping and or moving up to 25 pounds.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The noise level in the work environment is moderately quiet. Work is typically performed interpedently in an office environment.

- This position is performed sitting at a desk 6-7 hours per day at a computer; the remainder of the day will be spent moving around conducting inventory. Work schedule will be either 6a – 2p or 10a – 6p. A certain amount of flexibility may be allowed.
- Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as repetitive computer keyboard use, irate individuals and intimidation may cause discomfort and poses limited risk of injury.

Selection Guidelines, Reasonable Accommodations, and Receipt:

The selection process may include formal application, rating of qualifications and experience, oral interviews, reference checks, background examination, and job-related tests.

The above is intended to describe the general content of and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and applicant and is subject to change by the employer as the needs of the employer and requirements of the job change.

The Village of Germantown is an Equal Opportunity Employer. In compliance with state and federal law, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Applicant Signature

Date

BUSINESS OF THE PUBLIC SAFETY COMMITTEE

MEETING DATE: March 4, 2024

PLACEMENT: Action Item

ITEM TITLE: Purchase of Support Therapy Dog

SUBMITTED BY: Mike Snow, POLICE CHIEF

SUMMARY EXPLANATION:

SRO Toni Olson and Lt. Penny Schmitt have researched the process of obtaining a therapy dog to assist with mental health issues, school related incidents and staff support.

ATTACHMENT:

1. Therapy Dog

RECOMMENDATION:

ACTION BY Committee:

TO: Chief Snow

FROM: Lieutenant Penny Schmitt

RE: Addition of a Therapy Dog to K9 Unit

DATE: February 27, 2024

Due to the continued rise in cases involving mental health and our own department's critical incident in October, Lt. Schmitt and Officer Olson discussed the possibility of adding a therapy dog to the department. Officer Olson was asked to research the benefits of therapy dogs in law enforcement, school, and community settings. Officer Olson spoke with and obtained information from other departments in the area who utilize therapy dogs and the benefits they bring to the community. Officer Olson also reached out to various kennels, trainers, our local veterinarian office, and area pet supply stores for assistance. Below is information received in support of a therapy dog and the expected costs.

Therapy Dog Kennels

Blueberry Cottage Labradoodles, Osseo, WI.

Heather (owner) and her agency have supplied and donated several dogs to Wisconsin law enforcement agencies including Altoona, Tomah, Elkhart Lake, Eau Claire, Wautoma, La Crosse, Clark County, Stevens Point, Juneau County, Hobart/Lawrence, Chippewa Falls, Prairie du Chien, Durand, and Marquette County. Blueberry Cottage has come highly recommended and has offered to donate a dog to the Germantown Police Department. GTPD is currently on a waiting list. The anticipated date for receiving a Labradoodle is early September 2024.

Copperstone Farm Goldendoodles & Bernedoodles, Pittsville, WI.

Michelle (owner) and her agency have also supplied therapy dogs to law enforcement agencies in Wisconsin and is the breeder of Gizmo and Anna, the two therapy dogs for the Greenfield Police Department. Michelle and her husband also offered to donate a dog and would have Goldendoodles ready in June of 2024.

Training

There are three types of training recommended for therapy dogs:

- Puppy training
- Good citizen training
- Therapy dog international training (TDI)

With therapy dogs, once the basic training is completed there are no other requirements outside of the daily one on one with the handler.

Patti's Canine Solutions, Mukwonago, WI.

Patti has been used as a therapy dog trainer for other dogs in the area and was highly recommended. Patti is a strong supporter of law enforcement and offered to donate her services

to our department if we obtain a therapy dog. This would include the three required training courses listed above.

Baxter & Bella offers a discounted online training that includes lifetime access for \$179 if the dog is obtained through Blueberry Cottage Labradoodles.

Puppy training and good citizen training can be done in the first year, however the dogs must be at least one year old to complete the TDI training. Therapy dogs reside with their handler who is responsible for care and training during the workday and at home.

Healthcare/Food/Supplies

The Germantown Animal Hospital has agreed to support a therapy dog by donating the below services:

- Courtesy Annual Wellness exam
- Courtesy Vaccines
- Courtesy 4DX (Heartworm and tick-borne illness testing)
- Courtesy Annual Fecal Testing

All non-routine/illness visits/procedures/lab work will be billed with a 20% discount, excluding medications.

The Vault Pet Supplies in Germantown has offered to donate the food for a therapy dog.

Pet Supplies Plus in Germantown has offered to donate food, grooming, supplies and toys for a therapy dog.

Support

Germantown Police Department

The Chief of Police, Command Staff and employees believe in the mission of therapy dogs and the value of a therapy dog in the community. A therapy dog for example, could be used to visit senior living facilities and nursing homes, the schools, and the police department. A therapy dog could be available at various community events to assist in bringing a positive connection to residents, utilized during critical incidents, abuse and neglect cases, and be present during interviews or courtroom proceedings to help calm the nerves of victims. Therapy dog programs can benefit all groups of all ages who may need emotional support and assistance with managing their health and wellbeing.

A therapy dog would align with the current policies already in place at the Germantown Police Department for the K9 Unit.

Germantown K9 Committee

The Germantown K9 Committee manages the fundraising for our two current K9's, Arek and Hatto. They have been provided information regarding the potential of adding a therapy dog to the program. The board met and has agreed to financially support another dog.

Adding a therapy dog to the department's K9 team would be a huge asset to the members of our department, the schools, and the community. With the fees for the dog, the training, supplies and most of the preventative vet care being donated the cost to add a therapy dog would be minimal. A take home patrol car is not needed for a therapy dog, and there are not the additional annual training costs related to a therapy dog.

Germantown School District

Research shows that the inclusion of therapy dogs in the school setting has a beneficial effect on a person's mental health, learning, self-esteem, and concentration.

In speaking with the school superintendent, several school administrators and guidance counselors, there is an overwhelming amount of support for having a therapy dog as an option to be present in the schools. In the school setting therapy dogs can help calm down students who have anxiety and many other issues which can assist them getting back into the classroom sooner if they are struggling. This can also help with building relationships between students and officers.

Germantown High School Guidance Counselor, Stephanie Kaebisch, wrote an email in support of a therapy dog and the benefits she has witnessed firsthand. A copy of that email is attached.

Officer Olson recently spent time shadowing the SRO from Greenfield PD who has a therapy dog, Gizmo. This gave Officer Olson an opportunity to see firsthand how a therapy dog is utilized in the school setting. During her time at the schools, Officer Olson noted how receptive both the students and staff were of Gizmo. The Greenfield Police Department currently has three therapy dogs, two in the schools assigned to SRO's and one assigned to a Detective.

I am respectfully requesting that you consider implementing a therapy dog to the current K9 Unit at the Germantown Police Department as I believe the benefits are immeasurable not only to our community but also to the members of our police department.

Respectfully submitted,



Lieutenant Penny A. Schmitt #117

----- Forwarded message -----

From: **Stephanie Kaebisch** <skaebisch@gsdwi.org>

Date: Tue, Feb 6, 2024 at 12:28 PM

Subject: Therapy Dog - let me know if you need anything else!

To: Toni Olson <tolson@gsdwi.org>

School Social Workers are trained mental health professionals who can assist with mental health concerns, behavioral concerns, positive behavioral support, academic, and classroom support, consultation with teachers, parents, and administrators as well as provide individual and group counseling/therapy. As a School Social Worker, I provide crisis intervention, assist with conflict resolution and anger management and assist students struggling with mental health concerns. At Germantown High School I co-facilitate a group, Teen Connections, with a NAMI volunteer. Teen Connections is for teens with a suspected or diagnosed mental health condition. This is a safe place for teens to talk with peers and trained facilitators about emotions, symptoms experienced, positive coping strategies, and how mental health is positively/negatively affecting the challenges of being a teenager. Group members receive support and build friendships with peers who understand what they are going through. We have had the opportunity to have a therapy dog visit our group several times per year over the last 3 school years. These days are the students' favorite days of group! The comfort the dog provides can be observed immediately. The dogs provide anxiety and stress relief. Students who have a difficult time connecting and communicating with others, can find solace in the therapy dog. The therapy dog provides common ground for our group members as they share their stories of their own pets. The therapy dog is a great self-esteem booster for students by providing unconditional love and acceptance. When the therapy dog visits I love to walk the dog to and from our meeting location just to see the students' reactions! They always ask to pet him and are so excited to have a dog in the hallways. It is definitely a conversation starter!

In all school settings I have observed so many positive experiences when we have had the opportunity to have a therapy dog visit. Long term benefits would include increased attendance (truancy reduction), increase in school engagement, decrease in mental health challenges, and increase in school connectedness. Animals are known for the effects on human health, both physical and mental.

--



Stephanie Kaebisch

School Social Worker

Germantown School District

N104W13840 Donges Bay Road

Germantown, WI 53022

skaebisch@gsdwi.org

262 **502-7121** | gsdwi.org

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