MEETING MINUTES
PUBLIC SAFETY COMMITTEE MEETING
NOVEMBER 4, 2013
GERMANTOWN VILLAGE HALL BOARD ROOM

CALL: The meeting was called to order at 5:37 p.m. by Secretary Barth.

ROLL CALL: Trustees Daniels and Hughes were present. Chairperson Werderman was absent, Trustee Ewert arrived at 5:50 p.m.

A motion was made by Hughes, seconded by Daniels, to appoint Trustee Daniels as Chairman Pro Tem. Motion carried unanimously.

Also present were Administrator Schornack, Chief Hoell, Captain Snow, Deputy Fire Chief Maury, Deputy Fire Chief Stark, FF/EMT John Delain, Clerk Goeckner.

PUBLIC COMMENT: No discussion.

APPROVAL OF MINUTES: A motion was made by Hughes, seconded by Daniels, to approve the minutes of the October 7, 2013 Public Safety Committee meeting. Motion carried unanimously.

POLICE DEPARTMENT MONTHLY REPORT: Hoell reported on the following items:

- overall crime was down though arrests had increased
- department was currently investigating several glass smash burglaries to businesses
- death investigation of a 26 year old male
- department participated in 2 drug search warrants
- arrest of a subject who had been impersonating a police officer
- participation in the "drug take back" program with 196 lbs. of drugs collected
- Youth Futures held a scrap metal drive
- Quiet trick or treat on Halloween
- Dental Professionals was donating cabinetry for the department's kitchen updates, and other residents were donating kitchen items and/or money. Hoell thanked everyone who donated.

FIRE DEPARTMENT MONTHLY REPORT: Maury reported on the following items:

- Fire alarms and EMS calls were down for the year compared to last year's numbers
- Department had units out on Halloween educating on safety issues
- Applications were coming in and interviews with 4 applicants for POC positions

Delain spoke on public education issues and advised the following:

- Department conducted safety speeches at schools

- Last month's Fire Safety Fair was well attended and the department had received about $3600.00 in donations for the event
- A washer and dryer were donated to the department by Milwaukee Appliance
- Worked with Domino's Pizza where smoke detectors and/or carbon monoxide detectors were delivered with pizzas

Maury advised a staff meeting would be held on November 11, 2013 and they would be discussing Chief Pollpeter's retirement.

OVERTIME REPORTS FOR POLICE AND FIRE DEPARTMENT: Hoell advised the police department overtime was tracking normally. Maury advised the fire department overtime was also tracking normally.

POLICY UPDATES: Hoell had nothing to add to this item. Maury stated the fire department would be discussing maintaining EMS skills at their next officers meeting.

UNFINISHED BUSINESS – DISCUSSION OF BURNING REGULATIONS: Hughes recommended this item be postponed until next month's meeting and noted the burning season is nearly done.

FIRE CHIEF POSITION DESCRIPTION: Schornack advised the new fire chief position description had been updated with language borrowed from other communities, such as Mequon, who are going through the process of revising/reviewing their position descriptions. He noted that the copy which was provided to the committee is a draft copy which would be put into the proper format by legal counsel once approved.

Trustee Ewert arrived at this time, 5:50 p.m.

Discussion followed with Hughes questioning whether the Police and Fire Commission would also be meeting to discuss this item, Hoell advised the Commission was scheduled to meet on the 11th to discuss qualifications for the fire chief position. Schornack also advised that the Deputy Fire Chiefs would be getting a copy of the job description for their review and input. Daniels stated he had looked over the draft copy and felt it was a good job description. Hughes said the draft copy looked good and he would like to bring this item back to give the Deputy Chiefs an opportunity to go over the document before forwarding it to the Board. Schornack agreed and added that there were sections of the job description that could be changed, such as years of experience and educational requirements.

Daniels advised this item would be placed on the December Public Safety Meeting agenda for follow-up discussion.

PURCHASE OF FORCIBLE ENTRY TRAINER – FIRE DEPARTMENT: a motion was made by Hughes, seconded by Ewert, to forward this purchase request for a Forcible Entry

Training System for $7026.55 to the Village Board with a recommendation of approval. Motion carried unanimously.

NEXT MEETING: Daniels advised the next meeting date would be Monday, December 2, 2013 at 5:30 p.m. at the Village Hall Boardroom.

ADJOURNMENT: There being no further business, a motion to adjourn was made by Ewert, seconded by Hughes. Motion carried unanimously and meeting was adjourned at 6:04 p.m.

Recorded by,

Julie L. Barth
Secretary