

**POLICE & FIRE COMMISSION**  
**700 SHIOCTON ST.**  
**NEW LONDON, WI 54961-1160**

President: Al Grumann  
Secretary: Joel Kable

November 17, 2008

Police & Fire Commission meeting on Monday, November 17, 2008 was called to order at 6:00PM by President Grumann. Members present were: Al Grumann, Joel Kable, Lund Cooley, Tom Schmude, Jane Ruckdashel, Police Chief Wilkinson and Fire Chief Roloff. Also in attendance were Brian Mytton, Sgt. Chris Gregory, Officer Jeff Wockenfus and Officer Ben Schmidt.

- Public Comment: With the recent drowning incident that involved the many different emergency response teams, Brian Mytton was pleased how Chief Roloff and Don Conat handled the situation. Brian also went on to explain that things are going good and that there is allot of pride in the department.
- Public Comment: Chief Wilkinson also expressed high marks for how the drowning incident was handled.
- Motion made to approve minutes from October 20, 2008, made by Al Grumann, seconded by Tom Schmude, carried unanimously. President Grumann noted that the dollar amount for the police squad that was approved at 21,498.00 by the commission in October's meeting was later approved by the city council for the amount of 26,000.00 due to some extra equipment added on.
- The Police and Fire Commission recognize the service anniversaries for the Police Department: Casey Fields-11 years, Josh Wilson-7 years, Lisa Gorman-8 years, Cathy Martins-1 year.
- Report of the Fire Department from Fire Chief Roloff:
  - Review/approve payment of bills. Motion to pay the October, 2008 fire department bills as presented, made by Al Grumann, seconded by Jane Ruckdashel, carried unanimously.
  - Review budget as of 10-31-08.
  - Review of recent fires and calls. There were 7 calls for service in October and 9 calls for service in September.
  - Review of staffing and training issues.
    - Motion to approve to hire top candidate for firefighter, contingent on background check and final interview with Chief Roloff, made by Jane Ruckdashel, seconded by Joel Kable, carried unanimously.
    - Police Chief Wilkinson and Fire Chief Roloff will develop some kind of system for doing background checks for hiring in the Fire Department in the future.
  - Review of monthly attendance report.
    - Chief Roloff had September's and October's attendance report for viewing to the commission.
    - Chief Roloff said he was going through with the firemen on their attendance record.
  - Review of fire inspector's notes / reports. The commission questioned why the fire inspector was not at the meeting, he is being considered unexcused. Reports were not available at time of meeting. After meeting Chief Wilkinson found the reports and will have available for the December meeting.
  - Review of fire inspector's job / duty status. President Grumann told the commission to be prepared to discuss the fire inspector's role in the department at the December meeting.
  - Other.

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- Chief Roloff wanted to express his thanks for Don Conat for using his own time for training the new engineers. The Police and Fire Commission would also like to thank Don Conat for the extra time he is putting in to help train engineers.
  - Chief Roloff asked if there were any available compensation for Don Conat. President Grumann will check into this.
  - Chief Roloff talked about replacing the light bar on #972.
  - Chief Roloff talked about replacing the tires on the old Jeep.
  - Chief Roloff asked the commission to start thinking about waiving the residency limits to allow for some possible promotions.
- Fire Chief Roloff dismissed at 6:54PM.
- Report of the Police Department from Chief Wilkinson
- Review/approve payment of bills. Motion to pay the October, 2008 Police Department bills as presented, made by Al Grumann, seconded by Lund Cooley, carried unanimously.
  - Review of budget as of 10-31-08.
  - Review crime activity report. No report available at time of meeting.
  - Request for PSL assignment extension of 1 year. Officer Jeff Wockenfus explained to the commission on his desires to extend his assignment for 1 more year. Officer Wockenfus also said that this subject came up at there union meeting and no other personnel had any problems with this. Motion made to extend Officer Jeff Wockenfus's PSL assignment for one more year made by Joel Kable, seconded by Al Grumann, carried unanimously.
  - Update on capital purchases plan for 2009. The city's capital expenditures committee met with department heads and made some amendments to the amounts approved by the commission. Chief Wilkinson updated the commission on those changes.
  - Review/approve Squad Video policy. Sgt. Chris Gregory explained how the mobile video system works. Motion to approve Squad Mobile Video System as presented made by Jane Ruckdashel, seconded by Joel Kable, carried unanimously.
  - Review/approve back-up weapon policy. Officer Ben Schmidt helped explain to the commission the need for this policy. Motion to approve Back-up weapon policy as presented made by Al Grumann, seconded by Jane Ruckdashel, carried unanimously.
  - Review draft Use of Force policy. Chief Wilkinson reviewed some it and told the commission to take their time to carefully read through it. The commission asked if Sgt. Earl Ruckdashel could join us for December's meeting to help review this policy.
  - Review Dispatcher manual. Chief Wilkinson asked for this to be added to December's agenda for approval.
  - Review Supervisor manual. Chief Wilkinson asked for this to be added to December's agenda for approval.
  - Update on current activities/investigations.
- Police Chief Wilkinson dismissed at 8:22PM
- Meeting was adjourned at 8:22PM.

Respectfully submitted,  
Joel Kable  
Secretary