

Police & Fire Commission  
700 Shiocton Street  
New London, WI 54961-1160

**Monday, February 17, 2014**

Commission Present: Lund Cooley(Pres.), Al Grumann(Sec.), Tom Schmude  
Police Chief: Jeffrey Schlueter  
Fire Chief: Bart Roloff  
Mark Wilfuer

Meeting called to order at 6:04PM by Cooley.

- No Public Comment
- Motion to approve prior minutes: Cooley 2<sup>nd</sup> Schmude Carried.
- The Commission recognizes service anniversaries.
  - Fire Dept:
    - Mark Wilfuer 30 years
    - Nicholas Wickman 2years
    - Nathan Kiesner 1 years
  - Police Dept:
    - Ryan Denu 6years
    - Mike Harlow 8 years
    - Chase Schroeder 3 years
- Report of the Fire Department by Chief Roloff
  - Motion to approve the bills as presented for January in the amount of: \$26,39543: Schmude 2<sup>nd</sup> Cooley ; Carried.
  - Budget as of January 31<sup>st</sup>, 2014 reviewed. Currently 14.01%
  - Fire runs and service calls reviewed.
  - Staffing & Training;
    - Chief Roloff will be starting interviews on Thursday with plans to hire 3 firefighters.
    - Chief Roloff currently has firefighters training in Wild Rose.
  - Chief compensation study
    - Schmude has been working on job descriptions/duties for the Chief. Bart was asked to review it and give his input.
    - It was also discussed how the Chief should be documenting and itemizing his hours for the different duties he performs.
  - Monthly attendance report reviewed.

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- Fire inspection notes/reports reviewed.
    - Mark Wilfuer showed the Commission 2 example Fire Inspection reports. The reports contain information including but not limited to: violations, corrected violations, maps of the building, layouts of the sprinkler systems and hazardous materials.
  - There was discussion about fire hydrants being covered with snow. The Chief reported that if needed they have 2 tankers filled with water at the Fire Department. This should give them enough water until they can get the hydrant dug out.
  - The Chief discussed how hard it would be to limit the Fire Inspector to 660 hours per the request of the City. The Chief discussed how hard it is to find a second inspector once the inspectors find out how much paper work there is. Schmude suggested that we monitor the hours of the Fire Inspector for now and there is a need to find out more information as to why the City suggest limiting the position to 660 hours.
- Chief Roloff and Inspector Wilfuer were dismissed at 6:39pm.
- Report of the Police Department by Chief Schlueter
- Motion to approve bills for December in the amount of \$57,027.85 : Cooley 2<sup>nd</sup> Grumann ; Carried.
  - Budget as of January 31<sup>st</sup>, 2014 was reviewed. Currently 9.34%.
  - Crime and activity report reviewed.
    - Incident count for January 2014 was 457.
  - Current staffing and training update.
    - Chief Schlueter informed the PFC of Officer Johnson surgey.
    - Chief Schlueter discussed future possible retirement s for the beginning of 2015 and starting the hiring process soon to create an eligibility list.
  - Current activities & investigations update.

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- Current projects update.
  - Chief talked about the ordering of new body cameras for the officers and new squad cameras that were received on a grant.
  - Chief Schlueter also reported that the PD received a traffic speed counter on a grant.
- Chief discussed \$1200+ damage to a squad bumper.
- Commission moved to closed session per WI Statute 19.85(1)(f)
- Grumann made a motion to move to open session and 2<sup>nd</sup> by Schmude
  - No action was taken from the closed session.
  - Commission discussed opening more communications with the City.
- Chief Schlueter was dismissed at 7:56pm.

Meeting was adjourned at 7:56pm.

Respectfully submitted,  
Al Grumann  
Secretary