

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

**Monday December 21<sup>st</sup>, 2015**

Commission Present: Joe Kable (Pres), Lund Cooley (Sec), Al Grumann, Tom  
Schmude (absent/excused), John Lee

Police Chief: Jeffrey Schlueter

Fire Chief: Dick Muskevitsch

Don Conat

Mark Wilfuer

Meeting called to order at 6:00PM by Kable.

- Public Comment
  - None
- Motion to approve prior minutes from 10/19/2015: Kable 2<sup>nd</sup> Lee  
Carried 4-0
- The Commission recognizes service anniversaries.
  - Fire Department: Dick Muskevitsch 42 years
  
  - Police Department: Cheri Johnson 23 years
- Report of the Fire Department by Chief Muskevitsch
  - Motion to approve the bills as presented for November in the amount of: \$1,002.10: Cooley 2<sup>nd</sup> Lee; Carried 4-0
  - Budget as of November 30<sup>th</sup>, 2015 reviewed. Currently 77.28%
    -
  - Discuss Fire Department Technology
    - Chief Muskevitsch talked about bar codes that will eventually be placed on vehicles that can be scanned to let firefight know where to cut the vehicles in an emergency.
    - They are working on getting the GPS unit in the vehicles
  - Fire runs and service calls reviewed
    - NLFD assisted in the downtown Hortonville fire.
    - Chief Muskevitsch discussed recent calls that they have responded to in the county to assist with traffic control for a traffic stop. Chief Muskevitsch expressed concerns about this and discussed charging the county for calls like this. He explained that in emergency situations, accident situations, searching for subjects or

evidence where flood lights are needed there still would be no charge. The PFC recommended Chief Muskevitsch check with other department to see what they are doing before a letter is drafted to the counties.

- Staffing & Training reviewed;
  - Chief Muskevitsch reported that the fire department is currently short 1 firefighter and 1 Chief.
- Motion by Lee, 2<sup>nd</sup> by Grumann to move to closed session per WI SS 19.85(1)c to discuss hiring of a Chief Carried 4-0
- Motion by Kable, 2<sup>nd</sup> by Grumann to move to open session. Carried 4-0
  - Interviews for Chief will be held on 1/14/2016
- There was a brief discussion about a policy for “Fitness for Duty”. Chief Muskevitsch talked about the yearly test that is taken for SCBA by the fire fighters through Med Compass. If the test is passed the report indicates “Based on a review of the above mentioned test, we find no medical reason to prohibit you from engaging in fire suppression duties, or SCBA usage.” Chief Muskevitsch also stated that he will be talking with Ben at CVMIC in the near future to talk about a fitness for duty policy. The PFC asked Chief Muskevitsch to report back after talking to CVMIC.
- Chief compensation study
  - Chief Muskevitsch reported that he is putting in about 15 hours per week.
- Monthly attendance report reviewed.
- Fire inspection notes/reports reviewed.
  - Mark Wilfuer reported on a complaint at Sociables Bar. They have electric heaters in there since their gas has been turned off. This is a violation of building code. The business will be closed down until the gas is turned back on.
  - Mark Wilfuer has also been following up on a complaint at the King House, making them clean the kitchen hood.
- New Business

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- Chief Muskevitsch discussed with the PFC raises for 2016. It was decided that the raises would follow the recommendation by the city for 2%.
- Fire inspection notes/reports reviewed.
  - Mark Wilfuer reported on a complaint at Sociables Bar. They have electric heaters in there since their gas has been turned off. This is a violation of building code. The business will be closed down until the gas is turned back on.
  - Mark Wilfuer has also been following up on a complaint at the King House, making them clean the kitchen hood.
- Chief Muskevitsch was dismissed at 6:57 pm.
- Report of the Police Department by Chief Schlueter
  - Motion to approve bills for October in the amount of \$34,747.00: Grumann 2<sup>nd</sup> Lee; Carried. 4-0
  - Budget as of November 30<sup>th</sup>, 2015 was reviewed. Currently 87.75%.
    - Chief Schlueter reported that the budget for the year is looking good for this year. He spoke about the purchasing of appliances, chairs, video camera and desk out of the 101.52101.205 account.
  - Crime and activity report reviewed.
    - Incident count for October was 432
  - Current staffing and training update.
  - Update on current activities/investigations
    - Chief Schlueter gave an update on current investigations and arrest.
  - Update on current projects
  - Chief Schlueter was dismissed at 7:17 pm.

Meeting was adjourned at 7:17 pm.

Respectfully submitted,  
Chief Jeff Schlueter