

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

**Monday October 21<sup>st</sup>, 2019**

Commission Present: Lund Cooley (Pres), John Lee (Sec), Tom Schmude  
(Excused), Travis Kloehn, April Kopitzke  
Police Chief: Jeffrey Schlueter  
Fire Chief: Mark Wilfuer  
Others Present:

Meeting called to order at 5:30 PM by Cooley.

- Public Comment: None
- Motion to approve prior minutes from 09/17/2019: Lee 2<sup>nd</sup> Kloehn  
Carried 4-0
- The Commission recognizes service anniversaries.

Fire Department:	Ted Coppersmith	4 years – 15 total
	Jake Dishno	11 years
	Tyler Strey	11 years
Police Department:	Earl Ruckdashel	29 years
- Report of the Fire Department by Chief Mark Wilfuer
  - Motion to approve the bills as presented for July in the amount of:  
\$406.44 : Lee 2<sup>nd</sup> Cooley ; Carried 4-0
  - Budget as of September 30<sup>th</sup> reviewed. Currently 64.71%
  - Discuss Fire Department Equipment/Technology
    - Chief Wilfuer reported that 951 has been repaired but they are not satisfied that the problem was corrected so they brought it back in.
  - Fire runs and service calls reviewed
  - Staffing and Training reviewed  
Chief Wilfuer reported that he hopes to have all 3 new hires on board by November. They are just wanting on the physicals.
  - Discuss Chief hours  
Chief Wilfuer reported that he worked 15 hours in the month of September.
  - Monthly attendance report reviewed.

- Fire Inspection Note  
Chief Wilfuer reported that everything is going good.

Chief Wilfuer was dismissed at 5:40 PM

➤ Report of the Police Department by Chief Schlueter

- Motion to approve bills for May in the amount of \$44,961.63 and \$149.75: Kloehn 2<sup>nd</sup> Kopitzke; Carried. 4-0
- Budget as of September 30<sup>th</sup> was reviewed. Currently 73.90%.

For the Month of September the PD received state grants for overtime spent on Meth investigations in the amount of \$1,493.37 and \$493.29.

Chief Schlueter requested at the next meeting to discuss some purchases that were brought up earlier in the year. Firearms purchase, tablets for the PFC, and office camera system. This will be placed on the November agenda.

Chief Schlueter reported that he had to purchase 8 new doses of Narcan as the shelf life on the ones we have are coming to an end.

Chief Schlueter reported that the generator at Floral Hill and the PD were just checked out and load tested. That cost about \$1,100 per generator.

- Discuss/Approve paying for roof repair. Chief Schlueter explained to the PFC the problem with water running into the kitchen area when it rains and the roof needs to be fixed now to prevent future damage. The last storm we had Mayor Henke witnessed the problem and said he felt it was an emergency to get it fixed. Motion by Cooley, 2<sup>nd</sup> by Lee to fix the roof at an estimated cost of about \$6,800.
- Crime and activity report reviewed.
  - Incident count for September was 527 calls for service

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- Current staffing and training update.  
The PD has been trained in Stop the Bleed and Less Lethal. We still have to go to the range for the Less Lethal. Rain has caused the delay in the range training.  
The PD has received about 20 applications so far for the officer position. They are due on Friday. At the next meeting Chief Schlueter will bring a schedule for the process to the PFC meeting
- Discuss/approve dispatcher position. Chief Schlueter requested that we do not fill Lisa Gorman's position until after the 1<sup>st</sup> of the year. Chief Schlueter said he is exploring a couple of possibilities including hiring a full-time position or filling the full-time position with a couple of part-time positions. This will be brought up again in November or December.  
Depending on how the dispatcher position is filled, Chief Schlueter is looking at possibly changing the job description for Lisa Taylor to include office managing, evidence tech, dispatcher and other minor duties.
- Update on current projects  
Chief Schlueter reported that they are currently going through the TIME System Audit. Just about everything is completed. We are just waiting on the map of the computer system.

➤ Chief Schlueter was dismissed at 6:30 PM.

Meeting was adjourned at 6:30 PM.

Respectfully submitted,  
Chief Jeff Schlueter