

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

Monday December 16th, 2019

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

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

- Adoption of Agenda – Lee, 2nd Schmude – carried 5-0
- Public Comment: April Kopitzke would like to thank the Police Department and the Fire Department for their assistance with the holiday parade.
- Motion to approve prior minutes from 11/18/2019: Lee 2nd Kloehn
Carried 5-0
- The Commission recognizes service anniversaries.

Fire Department:	Dick Muskevitsch	46 years
	Jarid McKeever	3 years
	Bradley Siewert	1 year
Police Department:	Cheri Johnson	27 years
- Report of the Fire Department by Chief Mark Wilfuer
 - Motion to approve the bills as presented for November in the amount of: \$3,177.21: Cooley 2nd Lee; Carried 5-0
 - Budget as of November 30st reviewed. Currently 69.62%
 - Discuss Fire Department Equipment/Technology
 - Chief Wilfuer reported all the tablets have been mounted into the trucks and they will be going live with them in January.
 - Fire runs and service calls reviewed
 - Staffing and Training reviewed
Chief Wilfuer reported he still has one position pending the background and physical testing being completed.

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- Discuss Chief hours
Chief Wilfuer reported that he worked 18 hours in the month of November.
- Monthly attendance report reviewed.
- Fire Inspection Note
Chief Wilfuer reported Missy is putting together a spreadsheet for when the inspections need to be finished each month.

Chief Wilfuer was dismissed at 5:42 PM

➤ Report of the Police Department by Chief Schlueter

- Move to closed session per WI SS 19.85(1)c to consider employment, promotion, compensation or evaluating the performance of an employee under to commissions jurisdiction. By Cooley, 2nd Schmude Carried 5-0
- Return to open session – Lee, 2nd Schmude 5-0
Motion to have Chief Schlueter give a conditional offer of employment to the top candidate base on the successful completion of a background check, physical exam, psychological exam and polygraph test. by Lee, 2nd Schmude carried 5-0
- Motion to approve bills for November in the amount of \$37,149.05:
Schmude 2nd Kloehn; Carried. 5-0
- Budget as of November 30th was reviewed. Currently 87.98%.

For the Month of November the PD received grant money for the time spent taking care of the drug drop box in the amount of \$213.93

Chief Schlueter also received a donation from the New London Police Explorers to purchase 4 defibrillators for about \$2300.

Chief Schlueter reported he received \$1000 donation to purchase 5 body cameras from St. Johns Community Thrift Shop.

Chief Schlueter reported that the budget appears to be on track for 2019. The new Glock firearms and the PFC computers were ordered.

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- Crime and activity report reviewed.
 - Incident count for November was 439 calls for service
- Move to closed session per WI SS 19.85(1)c to consider employment, promotion, compensation or evaluating the performance of an employee under to commissions jurisdiction. By Schmude, 2nd Cooley Carried 5-0
- Return to open session – Cooley, 2nd Lee 5-0
A motion to hire Cathy Martins as a full-time dispatcher starting March 1st, 2020 with a salary of \$42,302 and appoint Ashley Bozquez to the position of Administrative Assistant/Dispatcher starting January 1st, 2020. Also approve the severance agreement as presented. Cooley, 2nd Lee Carried 5-0
- Discuss/Approve the 2020 Supervisor and Dispatcher Handbooks:
Motion to approve the 2020 Supervisor and Dispatcher Handbook as presented. By Kloehn, 2nd Lee carried 5-0 Handbooks were signed by Cooley.
- Discuss approve the 2020 non-union wages for the police department.
A motion to approve a 2.5% pay increases for all non-union positions in 2020 as recommended by city council ; except for the following positions that will be set as follows: Assistant Chief \$86,341, Captain \$83,203, Dispatch Supervisor \$44,678, Administrative Assistant/Dispatcher \$14.45/hour, School Resource Officer \$20.50/hour, and Community Service Officer \$10.00/hour.
Also approve a \$200 uniform allowance to be paid to the part-time SROs starting in January 2020. By Lee, 2nd Kopitzke Carried 5-0
- Current staffing and training update.
We will be sending some officer to ICS training at City Hall in January that was set up by the City Administrator.
- Discuss/Approve removal of Staff Sgt. Kamba for his probationary status
Motion to remove Staff Sgt. Kamba from probation status starting January 1st, 2020. By Lee, 2nd Kamba Carried 5-0
- Update on current activities/investigations
None to report
 - Chief Schlueter was dismissed at 8:00 PM.

Meeting was adjourned at 8:00 PM.

Respectfully submitted,
Chief Jeff Schlueter