

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

**Monday July 18<sup>th</sup>, 2022**

Commission Present: Travis Kloehn (Pres), Tom Schmude (Sec), Doug Noel,  
Corey Knepfel, April Kopitzke (excused)

Police Chief: Jeffrey Schlueter

Fire Chief: Mark Wilfuer

Others Present:

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

- Adoption of Agenda – Removed item h under the fire department. Kloehn  
2<sup>nd</sup> Noel – carried 4-0
- Public Comment: National Night Out will be Aug 2<sup>nd</sup> from 4:30-6:30p
- Motion to approve prior minutes from 6/20/2022:  
Knepfel, 2<sup>nd</sup> Kloehn Carried 4-0
- The Commission recognizes service anniversaries.

Fire Department:	Don Conat	44 years
	David Stiebs	13 years
Police Department:		
- Report of the Fire Department by Chief Mark Wilfuer
  - Motion to approve the bills as presented for June in the amount of:  
\$698.86: Kloehn, 2<sup>nd</sup> Schmude; Carried 4-0
  - Budget as of May 31<sup>st</sup>, 38.35% reviewed.
  - Discuss Fire Department Equipment/Technology
    - Chief Wilfuer reported the radio has been installed in the new brush truck.
  - Fire runs and service calls reviewed
  - Motion to move to closed session per WI SS 19.85(1)c to discuss a promotion. By Schmude, 2<sup>nd</sup> Knepfel – Carried 4-4
- Motion to move to open session by Schmude, 2<sup>nd</sup> Kloehn – Carried 4-0
- Motion to approve the top candidate being promoted to the rank of Lieutenant. By Schmude, 2<sup>nd</sup> Noel – carried 4-0

- Staffing and Training reviewed  
The fire Department is still 1 firefighter short.
- Discuss if a city employee can be hired by the fire department – This has been tabled at this time – no action on this matter
- Discuss Chief hours  
Chief Wilfuer reported that he worked 27 hours in the month of June. These hours are in addition to fire calls.
- Monthly attendance report reviewed.
- Fire Inspection Note.  
Things are going good. Chief Wilfuer may be speaking to another firefighter who is certified to do inspections to start help out.

Chief Wilfuer was dismissed at 5:48 PM

➤ Report of the Police Department by Chief Schlueter

- Motion to approve bills for June in the amount of \$81011.04 by Kloehn, 2<sup>nd</sup> Knepfel: Carried 4-0:
- Budget as of May 31st was reviewed. Currently 39.02%  
Chief Schlueter reported:

The PD phone/radio recording system estimate came in. Most of the cost will be covered by the City's software budget but the PD may have to come up with \$3000-\$5000 for the system. Chief Schlueter reported that he spoke to the finance director and said the PD could fit this into this year's budget. The recording system has been ordered.

The PD received \$472.64 for the OWI grant for May 2022.

- Crime and activity report reviewed.
  - Incident count for June was 504 calls for service.
- Current staffing and training update.  
Chief Schlueter reported that one of the dispatcher could be retiring in the near future. Chief Schlueter requested support from the PFC to post this position to establish an eligibility list. This was supported by the PFC.

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Chief Schlueter reported that there is a possibility of an officer retiring shortly after the 1<sup>st</sup> of the year. If Chief Schlueter receives confirmation of this he will post the position to start collecting applications. This was supported by the PFC.

The PD continues to be 1 short while an officer is off on FMLA.

- Update on current activities/investigations.
- Update on Current Projects:  
Chief Schlueter reported that he will give the PFC a copy of the annual report at the next meeting

➤ Chief Schlueter was dismissed at 6:08PM.

Meeting was adjourned at 6:08 PM.

Respectfully submitted,  
Chief Jeff Schlueter