

**City of Portage**  
**Police and Fire Commission Meeting**  
**Wednesday, May 8, 2013, 7:00 p.m.**  
**Municipal Building, Conference Room Two**  
**Minutes**

**Members Present:** Charles Miller, Thomas Drury, Patrick Hartley, Kay Miller

**Members Absent:** Jeynell Boeck

**Others Present:** Fire Chief Clayton Simonson, Police Chief Ken Manthey

**1. Roll Call**

Meeting called to order at 7:01 p.m. by Tom Drury.

**2. Approval of Previous Meeting Minutes**

Motion by Hartley, second by K. Miller to approve the minutes of the March 6, 2013 and March 7, 2013 meetings. Motion carried.

**3. Police Report**

a. Training

i. First Responder

1. Chief Manthey and officer met with the schools on 5/1/13 for training and crisis management for school based incidents.
2. Det. Pionke cell phone technology. See report for others.

b. Community Relations

i. School/Child related events

1. Sgt. Pixler: Suspicious item outside school 4/7/13. It appears it was refused from commercial fireworks. Dane Co. bomb squad was called and responded.

ii. Businesses

1. Two local men pulled out a machete behind Shamrock Bar.

iii. Neighborhoods

1. 5<sup>th</sup> time OWI on 4/14/13 Sunday am.
2. Search warrant Historic 4/9/13; suspects had been selling crack cocaine

iv. Community Service Officers job duties/responsibilities. See report.

v. Senior Citizens

vi. Chaplain Volunteers

1. New chaplain added (approved 5/2/13). Cert. Chaplain Mark Goldsworthy replaces Pastor Christian Rozalds spot as 4<sup>th</sup> chaplain.
- vii. VIPS (Volunteers in police service)
  1. Training on flooding issues 4/9/13 had 15 attendees.
- viii. Citizen Police Academy Classy #4 graduated March 12, 13 new graduates, taking names for 2014.
- c. Administration
  - i. Intergovernmental/interagency
    1. See report.
  - ii. Attitude & Morale
    1. Bill Charlebois – Red Cross Good Samaritan Award & Life Saving Award from Wis. Professional Police Association
    2. 880 Total calls.
    3. Flooding preparation
  - iii. Crisis management question asked by Kay Miller – MATC.
  - iv. Part Time Officer Positions
    1. Discussed with Sarah Rueth.
      - a. Works 2pm-10pm shift at Mendota.
      - b. Needs to come in for training, if available to fill in.
      - c. Offered conditional part-time job offer by the DNR.
        - i. Wants full time not part time.
      - d. Would be considered by PFC for full time position, if one available.

#### **4. Fire Department**

- a. Training, see report.
  - i. Natural gas
  - ii. Survival
  - iii. Ice rescue
  - iv. Wildland review – DNR classroom
  - v. Electric vehicles & traffic control
  - vi. Search & rescue, rope
  - vii. Hazmat
  - viii. RIT, Rapid Intervention Team
  - ix. Rescuing firefighter
- b. Community Relations
  - i. School/event – see report.
  - ii. Fire safety/extinguisher training
    1. Smoke detector batteries available at fire station for free.
  - iii. New equipment

1. Have to replaced 4 lengths of 2 ½" hose
- c. Fire Suppression/Rescue:
- i. Calls during the period 2/1/13-4/30/13
    1. 14 vehicle accidents
    2. 3 vehicle fires
    3. 13 dispatched and cancelled en route
    4. 3 good intent
    5. 5 wildland fires
    6. 0 outside rubbish/trash
    7. 1 building fire
    8. 1 cooking fire
    9. 0 fire other
    - 10.3 natural gas leak
    - 11.2 flammable liquids spill
    - 12.0 severe weather
    - 13.6 smoke/odor removal
    - 14.1 medical assist
    - 15.12 smoke detector or co. alarm or activation/sprinkler activation
    - 16.1 electrical problem
    - 17.2 chimney fires
    - 18.1 bomb scare
    - 19.1 search for missing person
- d. Administration
- i. Personnel
    1. 29 members on the dept
    2. 6 members going through officer's training
    3. Starting new fitness program
    4. New orientation process: what's expected to be a paid on call firefighter
- e. Statistics:
- i. 709 inspections in the period.
  - ii. 68 emergency responses (857 man hours)
  - iii. 42 city (62%)
  - iv. 24 townships (38%)
  - v. 139.25 misc. man hours
- f. 2014: New fire engine will replace engine 3 (3<sup>rd</sup> out.)
- i. Engine 8, first out, Engine 6, second out.
- g. June 1, 2013 will have MABIS operational
- i. Catastrophic event fire/tornado.

**5. Next Meeting**

The next meeting will be August 14, 2013, 7:00pm.

**6. Adjournment**

- a. Motion by Hartley, second by K. Miller to adjourn the meeting at 8:00pm.  
Motion carried.

Submitted by Chuck Miller