



**OFFICIAL MINUTES OF MEETING  
POLICE AND FIRE COMMISSION  
5:30 PM Thursday, September 27, 2018**

**Call to Order/Roll Call**

The Mauston Police and Fire Commission met on Thursday, September 27, 2018, in the Council Chambers of Mauston City Hall. Chair Dan May called the meeting to order at 5:45pm. Members present were Jack Hammer, Pat Miltimore, and May. Members absent were Andy Crandall, Katie Gruman. Also present were Police Chief Mike Zilisch, Fire Chief Kim Hale., Chris Leopold and Mike Petersen of Mauston EMS, and Neil Connors present as the appellant in an Emergency Response Appeal Hearing.

**Minutes**

Miltimore/Hammer to approve the minutes of the July 26, and August 30, 2018, meetings. Motion carried by voice vote.

**Bills**

Miltimore/Hammer to approve the bills for July 2018 and August 2018 as presented. Motion carried by voice vote.

**Fire Chief's Report**

**Emergency Response Appeal Hearing** The PFC Reviewed the Emergency Response Fee documentation and asked Mr. Neil Connors to make a statement for the reason for his appeal. Mr. Connors explained that he has personal, emotional, and financial hardship. After consideration and discussion, there was a motion by May/Hammer to reduce the fee to \$200 and set up a payment plan which will include a payment of \$25/month, due on the 15<sup>th</sup> day of each month, starting on 12/15/2018 until paid in full. Motion passed on a voice vote. Mr. Connors left the meeting after this vote at approximately 6:05 pm.

**July and August Statistical Reports** The calls for service in July and August were reviewed and explained. Chief Hale updated the PFC on the progress of the new Fire Station and its scheduled February 2019 completion. Two additional applications for a fire fighter position were also shared with the PFC.

**Mauston Area Ambulance Association Emergency Response/Dispatch Information** Mr. Leopold and Mr. Petersen presented information to the PFC regarding motor vehicle accidents and requested simultaneous dispatch of the Fire Department and EMS to all motor vehicle accidents.

Miltimore/Hammer to approve simultaneous dispatch of the Fire Department to all EMS calls involving motor vehicle accidents starting October 1, 2018 and lasting for a 6-month trial period. The status of this arrangement will be reviewed in March 2019. Motion passed on a voice vote.

Mr. Petersen and Mr. Leopold also presented a document to be signed by Chief Hale indicating that, starting October 1, 2018, EMS will simultaneously be paged and respond to all structure fires or any other type of working fire as a form of mutual aid to provide medical support as part of a firefighter's rehabilitation services on scene. May/Hammer to approve this arrangement. Motion carried by voice vote. The PFC supports and appreciates this service from Mauston EMS.

Hammer/May to approve the Fire Chief's report. Motion carried by voice vote. Chief Hale left the meeting at 6:45 pm.

**Police Chief's Report**

**Monthly Statistical Report** Chief Zilisch reviewed the July and August 2018 monthly statistical reports and answered questions from the commission members. Hammer/Miltimore to approve the Police Chief's report as presented. Motion carried by voice vote.

**Closed Session**

Hammer/Miltimore to go into closed session pursuant to Wisconsin State Statute 19.85(1)(c). Motion carried unanimously by roll call vote. Commission went into closed session at 6:57pm.

**Reconvene in Open Session**

Hammer/May to reconvene in open session. Motion carried by voice vote. Commission returned to open session at 7:11pm.



**OFFICIAL MINUTES OF MEETING  
POLICE AND FIRE COMMISSION  
5:30 PM Thursday, March 21, 2019**

**Call to Order/Roll Call**

The Mauston Police and Fire Commission met on Thursday, March 21, 2019, in the Council Chambers of Mauston City Hall. Member Katie Gruman called the meeting to order at 5:30pm. Members present were Jack Hammer, Pat Miltimore, Craig Stuchlik, and Gruman. Also present were Police Chief Mike Zilisch, Fire Chief Kim Hale, and City Administrator Randy Reeg.

**Election of Acting Chairperson**

Hammer/Miltimore for Katie Gruman to be the Acting Chairperson. Motion carried by voice vote. Gruman accepted.

**Minutes**

Miltimore/Stuchlik to approve the minutes of the February 25 and February 28, 2019, meetings. Motion carried by voice vote.

**Bills**

Stuchlik/Hammer to approve bills as presented. Motion carried by voice vote.

**Fire Chief's Report**

**Monthly Statistical Report** Chief Hale reviewed the February monthly statistics and answered questions from the commission members.

- Chief Hale gave an update on the progress of the new fire station. The completion date has been moved to the end of April.
- **6-Month Policy Review** where FD is automatically dispatched to vehicle accidents to provide mutual aid to Mauston Area Ambulance Association.
  - Chief Hale reported that the agreement was going well but there are some instances where the FD did not seem to be needed.
  - The PFC inquired as to the feasibility of FD, EMS, and Dispatch meeting to develop a set of criteria for when the FD should be paged to an accident scene simultaneously with the Mauston Area Ambulance.
  - The PFC asked Chief Hale to compile a list that contains:
    - The number of calls within the past 6 months for which the FD was dispatched as part of this mutual aid agreement (10/1/2018 – 3/31/2019).
    - The number of times the FD was called off after being paged as part of this agreement.
    - The number of calls to which the FD was called to accident scenes 6 months prior to this agreement going into effect (4/1/2018 – 9/30/2018).

Hammer/Gruman to approve the Fire Chief's report as presented. Motion carried by voice vote.

Chief Hale left the meeting at 5:54pm.

**Police Chief's Report**

**Monthly Statistical Report** Chief Zilisch reviewed the February monthly statistical report and answered questions from the commission members.

Hammer/Miltimore to approve the Police Chief's report as presented. Motion carried by voice vote.

**Closed Session**

Hammer/Miltimore to go into closed session pursuant to Wisconsin State Statute 19.85(1)(c). Motion carried unanimously by roll call vote. Commission went into closed session at 5:55pm. Reeg left the meeting prior to going into Closed Session.

**Reconvene in Open Session**

Hammer/Gruman to reconvene in open session. Motion carried by voice vote. Commission returned to open session at 6:16pm. Nothing to report, no action taken.



**OFFICIAL MINUTES OF MEETING  
POLICE AND FIRE COMMISSION  
5:30 PM Thursday, April 25, 2019**

**Call to Order/Roll Call**

The Mauston Police and Fire Commission met on Thursday, April 25, 2019, in the Council Chambers of Mauston City Hall. Acting Chair Katie Gruman called the meeting to order at 5:33pm. Members present were Jack Hammer, Craig Stuchlik and Gruman. Member absent was Pat Miltimore. Also present were City Administrator Randy Reeg, Police Chief Mike Zilisch and Fire Chief Kim Hale.

**Election of Commission Officers**

**Commission Chair** Hammer/Stuchlik for Katie Gruman to be the Chair. Motion carried on voice vote.

**Vice Chair** Hammer/Gruman for Craig Stuchlik to be the Vice Chair. Motion carried on voice vote.

**Commission Secretary** Stuchlik/Gruman for Jack Hammer to be the Secretary. Motion carried on voice vote.

**Minutes**

Hammer/Stucklik to approve the minutes of the March 21, 2019, meeting. Motion carried by voice vote.

**Bills**

Gruman/Stuchlik to approve bills as presented. Motion carried by voice vote.

**Fire Chief's Report**

- The calls for service in March 2019 were reviewed and explained.
- The PFC reached a consensus to acknowledge and give approval for Blake Nelson to respond to calls during the summer months while home from college. He has had necessary training to do so.
- Chief Hale gave an update on the progress of the new fire station. The FD hopes to be operating out of the new station by early May 2019.
- **6-Month Policy Review** whereas FD is automatically dispatched to vehicle accidents to provide mutual aid to Mauston Area Ambulance Association. Chief Hale compiled a list that contained:
  - The number of calls within the past 6 months for which the FD was dispatched as part of this mutual aid agreement (10/1/2018 – 3/31/2019) = 16 (4 of the calls required extrication)
  - The PFC agreed to continue this mutual aid agreement and to review the statistics again at the end of December 2019.
- Chief Hale reported that the FD will continue the Firefighter Explorer Program through the Boy Scouts and will make plans to recruit new Explorers.
- Chief Hale reported that the Township Rural Fire Association (TRFA) agreement is under review.

Hammer/Gruman to approve the Fire Chief's report. Motion carried by voice mail.

Chief Hale left the meeting at 5:55 p.m.

Reeg left the meeting at 5:57pm.

**Police Chief's Report**

- The statistics for March 2019 were not available as the new records system continues to be implemented. Chief Zilisch was able to share some year-to-date (YTD) statistics with the PFC to reinforce the requirement to have a full complement of patrol officers as was previously approved by the City Council.
  - Currently, the Mauston PD has about one-third of the staff of the Sheriff's Office, but they have written slightly more traffic citations and over 300 more warnings, while their call volume is less than the Sheriff's Office by about 1000.
  - In addition, in that time span, the following drug seizures have occurred in the City:
    - Crack = 6.69 grams
    - Cocaine = 60.27 grams
    - Methamphetamine = 49.02 grams



**OFFICIAL MINUTES OF MEETING  
POLICE AND FIRE COMMISSION  
5:30 PM Wednesday, December 18, 2019**

**Call to Order/Roll Call**

The Mauston Police and Fire Commission met on Wednesday, December 18, 2019, at the Mauston Fire Station. Vice Chair Craig Stuchlik called the meeting to order at 5:34pm. Members present were Jack Hammer, Bill Jones, and Stuchlik. Member absent was Katie Gruman. Also present were City Administrator Randy Reeg, Police Chief Mike Zilisich and Fire Chief Kim Hale.

**Minutes**

Jones/Stuchlik to approve the minutes of the November 20, 2019, meeting. Motion carried by voice vote.  
Jones/Stuchlik to approve the minutes of the December 9, 2019, meeting. Motion carried by voice vote.

**Bills**

Hammer/Jones to approve the November 2019 bills as presented. Motion carried by voice vote.

**Fire Chief's Report**

**Monthly Statistical Report**

- The calls for service in November 2019 were reviewed and explained.
- Regarding the policy in which the Fire Department is dispatched to Ambulance calls involving vehicle accidents – Chief Hale indicated that he will have call data for the PFC to review next month as part of its ongoing 6-month review of the policy.
- Chief Hale also said that he would have the building inspection report for the PFC to review next month as well.
- The PFC reviewed the Fire Department 6-month payroll.
- Finally, Chief Hale reported that the Fire Department purchased another thermal imaging camera bringing the total to two (2)

Hammer/Jones to approve the Fire Chief's report as presented. Motion carried by voice vote.

**Police Chief's Report**

**Monthly Statistical Report** Chief Zilisich reviewed the November 2019 monthly statistical report and answered questions from the commission members.

Hammer/Jones to approve the Police Chief's report as presented. Motion carried by voice vote.

Chief Hale left the meeting at 5:59pm

**Closed Session**

Stuchlik/Hammer to go into closed session pursuant to Wisconsin State Statute 19.85(1)(c). Motion carried unanimously by roll call vote. Commission went into closed session at 6:00pm.

**Reconvene in Open Session**

Hammer/Stuchlik to reconvene in open session. Motion carried by voice vote. Commission returned to open session at 6:15pm.

**Adjourn**

The next meeting is scheduled for 5:30pm, January 23, 2020, at the Mauston Fire Station.

Stuchlik/Jones to adjourn. Motion carried by voice vote. Commission adjourned at 6:18pm.

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Katie Gruman, Chair

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Date



**OFFICIAL MINUTES OF MEETING  
POLICE AND FIRE COMMISSION  
5:30 PM Thursday, January 23, 2020**

**Call to Order/Roll Call**

The Mauston Police and Fire Commission met on Thursday, January 23, 2020, in the meeting room of the Mauston Fire Station. Chair Katie Gruman called the meeting to order at 5:36pm. Members present were Jack Hammer, Bill Jones, and Gruman. Member absent was Craig Stuchlik. Also present was Fire Chief Kim Hale.

**Minutes**

Jones/Hammer to approve the minutes of the December 18, 2019, meeting. Motion carried by voice vote.

**Bills**

Hammer/Gruman to approve December 2019 bills as presented. Motion carried by voice vote.

**Fire Chief's Report**

**Monthly Statistical Report** Chief Hale reviewed the December monthly statistics and answered questions from the commission members.

- Regarding the policy in which the Fire Department is dispatched to Ambulance calls involving vehicle accidents – Mauston FD responded to 46 Auto Accident calls in 2019. The average for the previous 4 years was 12.25 per year. The PFC was interested if it could be determined how many of those 46 calls were called off or not needed once dispatched. In reviewing the circumstances of the calls for which the FD was called off, could some sort of training be developed so that the FD is not called for every single auto accident call? The PFC is also interested in getting information from Mauston EMS about the number of calls that they went to in support of the Mauston FD.
- Chief Hale presented the Fire Inspector's report. The PFC is appreciative of the efforts of the Fire Inspector. It was noted that the mileage expense may soon no longer be an expense as the FD squad comes into service.

Jones/Gruman to approve the Fire Chief's report as presented. Motion carried by voice vote.

**Police Chief's Report**

**Monthly Statistical Report**

- The December 2019 statistical reports were reviewed as was the overtime report.
- A question that the PFC had when discussing auto accidents – is there data which would separate out accidents in the City so that it could be determined how many accidents in the City of Mauston involved UTVs since the city streets were approved for UTV usage

**Closed Session**

Hammer/Jones to go into closed session pursuant to Wisconsin State Statute 19.85(1)(c). Motion carried unanimously by roll call vote. Commission went into closed session at 6:19pm.

Chief Hale left the meeting.

**Reconvene in Open Session**

Jones/Hammer to reconvene in open session. Motion carried by voice vote. Commission returned to open session at 7:36pm.

**Adjourn**

The next meeting is scheduled for 5:30pm, February 26, 2020 at City Hall.

Gruman/Jones to adjourn. Motion carried by voice vote. Commission adjourned at 7:43pm.



**OFFICIAL MINUTES OF MEETING  
POLICE AND FIRE COMMISSION  
5:30 PM Wednesday, February 26, 2020**

**Call to Order/Roll Call**

The Mauston Police and Fire Commission met on Wednesday, February 26, 2020, in the Council Chambers of Mauston City Hall. Chair Katie Gruman called the meeting to order at 5:36pm. Members present were Jack Hammer, Craig Stuchlik, and Gruman. Member absent was Bill Jones. Also present were City Administrator Randy Reeg, Police Chief Mike Zilisch and Fire Chief Kim Hale.

**Closed Session**

Gruman/Stuchlik to go into closed session pursuant to Wisconsin State Statute 19.85(1)(c). Motion carried unanimously by roll call vote. Commission went into closed session at 5:37pm.

**Reconvene in Open Session**

Gruman/Stuchlik to reconvene in open session. Motion carried by voice vote. Commission returned to open session at 7:27pm.

**Minutes**

Gruman/Hammer to approve the minutes of the January 23, 2020, meeting. Motion carried by voice vote.

**Bills**

Hammer/Gruman to approve January bills as presented. Motion carried by voice vote.

**Fire Chief's Report**

**Monthly Statistical Report** Chief Hale reviewed the January monthly statistics and answered questions from the commission members.

- The calls for service in January 2020 were reviewed and explained.
- The PFC again asked for follow-up regarding the policy in which the Fire Department is dispatched to Ambulance calls involving vehicle accidents. The PFC is interested if it could be determined how many of those calls were called off or the FD was not needed once dispatched. In reviewing the circumstances of the calls for which the FD was called off, could some sort of training be developed so that the FD is not called for every single auto accident call? The PFC is also interested in getting information from Mauston EMS about the number of calls that they went to in support of the Mauston FD. Hammer will contact EMS to see if that information can be obtained.
- Chief Hale mentioned that there was a firefighter who had not recently been attending FD meetings nor responding to calls. The PFC agreed that the Chief should call the firefighter to determine the firefighter's status.

Gruman/Hammer to approve the Fire Chief's report as presented. Motion carried by voice vote.

**Police Chief's Report**

**Monthly Statistical Report** Chief Zilisch reviewed the December 2019 and January 2020 monthly statistical reports and answered questions from the commission members.

- The December 2019 and January 2020 statistical reports were reviewed as were the overtime reports. The December 2019 reports were reviewed at this meeting because Chief Zilisch was unable to attend the January 2020 regular monthly meeting.
- This is a follow-up from the January meeting: A question that the PFC had when discussing auto accidents – is there data which would separate out accidents in the City so that it could be determined how many accidents in the City of Mauston involved UTVs since the city streets were approved for UTV usage?

Hammer/Stuchlik to approve the Police Chief's report as presented. Motion carried by voice vote

**Adjourn** The next meetings are scheduled for March 26, 2020 at 5:30pm at City Hall, and April 23, 2020 at 5:30pm at City Hall.

Hammer/Gruman to adjourn. Motion carried by voice vote. Commission adjourned at 8:01pm.