

## VILLAGE OF GRAFTON

### PUBLIC SAFETY COMMITTEE MEETING MINUTES

APRIL 10, 2012

The Public Safety Committee was called to order by Chair Jim Grant at 6:00 p.m.

Public Safety Committee members present: Jim Grant, David Liss and Dave Antoine

Staff/Officials present: Chief Charles Wenten, Village President Jim Brunnuell, Village Administrator Darrell Hofland, Grafton Volunteer Fire Chief John Place, Trustee Sue Meineke, Trustee Lisa Harbeck, and Administrative Assistant Pat Hofstad

#### PERSONS REQUESTING TO BE HEARD

None

#### GRAFTON VOLUNTEER FIRE DEPARTMENT ON PROPOSED 2013 ORGANIZATIONAL CHANGES. [Attachment](#)

Chief John Place was present to discuss concerns with the current organization structure of the Grafton Volunteer Fire Department. Call volume is increasing, and it is unknown how many people will respond to the calls. In reviewing a 2002 consultant report, a recommendation was made for the Fire Department to hire a full time fire chief in addition to part time paid staff. The Fire Department has continued to function over the past decade, but the concern continues to be able to have volunteers to take the calls. Another concern is the increase in mandated training. It will now take a full year to become a basic EMT.

In 2011, the Fire Department called a special departmental meeting where a discussion on the future of the department occurred. The decision was made to explore the option of hiring a full time chief to manage the department. Since then, Chief Place has had meetings with President Brunnuell and Village Administrator Darrell Hofland and Town Chairman Lester Bartel to discuss various options.

Three options were discussed as follows:

- #1 Hire a full time fire chief through the Village, with the possibility of an Administrative Assistant, as well as a paid per call diem. Cost of \$285,000.
- #2 Full time fire chief with 2 part time people 12 hours per day. Cost of \$400,000.
- #3 Full time fire chief with additional personnel. Cost of \$900,000.

These monies would be in addition to our normal operating budget which is \$244,000 for the Village. The Fire Chief recommended option #1 as a transitional step.

Chair Grant asked for a time frame, with Chief Place requesting the Fire Chief be hired in January, 2013. It was noted an advisory referendum would be needed in order for the Village and Town to exceed its current levy amounts.

Administrator Hofland said the Fire Department is being conservative, choosing option #1. The study completed in 2002 actually recommended a more costly option - option #2. Grafton has the only fully volunteer fire department in the area for a population of this size.

Administrator Hofland indicated the advisory referendum could be held on August 14, which would allow sufficient time to plan for the 2013 budget.

President Brunnuell recommended a full time fire chief hired by the Village. Resources would be available by the Village where projects can be balanced.

The current funding formula for the fire department's operating budget is: Village - 60 percent and Town - 40 percent. Property tax-wise, option #1 would cost the taxpayer an additional \$39.00 on a \$250,000 home in the Village.

The Committee voiced their approval of the Fire Chief's proposal, and Chair Grant asked that the Fire Department get their message to the public as soon as possible. The Fire Chief will be proposing his recommendation at a Town meeting this evening. Chair Grant asked that the Village Board move forward on this recommendation for 2013.

#### **AMEND ORDINANCE / CHAPTER 10.36 / NO PARKING**

Chief Wenten advised the Committee that with the authorization of the Village Board to utilize a portion of the former Little League Complex site for public gardens, there is a concern for vehicles parking on River Bend Road, which is narrow with no shoulder. The current "no parking" signs are not enforceable, and he recommended no parking in this area. User parking will be provided on site. The Committee was in agreement with this request.

Motion by Trustee Antoine, seconded Trustee Liss, to recommend the Village Board approve an Ordinance amending Section 10.36.010 / No parking on River Bend Road, as presented. Approved unanimously.

#### **REQUEST TO PURCHASE DIGITAL VIDEO RECORDER**

Chief Wenten stated that currently the Police Department has two 16 channel recorders. Replacements of the recorders has been placed in the 2012 and 2013 Capital Improvement Plan. While doing some additional research, we have the opportunity to purchase a 32 channel recorder for \$10,007.00, which is \$3657.00 over budget for 2012. While this is over budget for 2012, there is an overall savings of \$2,693 by purchasing a single larger unit rather than two smaller units.

The Finance Director has advised that there is a sufficient fund balance remaining from the 2011 Equipment Fund, which would allow for this purchase. Village Administrator Darrell Hofland briefed the Committee on the use of the Equipment Fund's fund balance, stating that only the police, public works, and park and recreation departments use this fund.

Motion by Trustee Antoine, seconded Trustee Liss, to recommend the Village Board approve the purchase of a 32 channel digital recording system for a cost of \$10,007.00. Approved unanimously.

### **REVIEW OF 5 YEAR CAPITAL IMPROVEMENT PLAN**

Chief Wenten explained a speed device included in 2013. The previous action will allow the DVR for 2013 to be removed. Equipment requests for 2017 are consistent with years past.

Motion by Trustee Liss, seconded Trustee Antoine, to recommend the Finance Committee approve the 2013-2017 Police Department Capital Improvement Program, as presented. Approved unanimously.

### **POLICE DEPARTMENT OVERTIME COMPARISON / MARCH**

Overtime comparisons for March were favorably reviewed.

### **POLICE DEPARTMENT STATISTICS / MARCH**

Statistics are in line with last year. Chief Wenten noted the accidents are slightly down, possibly due to the mild winter. There is a higher amount of stolen property recovered. There was discussion regarding the property crime association to drug activity. Chair Grant was concerned with the absence of Sgt. Podewils in the schools. Chief Wenten agreed, citing short and long term effects with the loss of this resource.

### **OLD / NEW BUSINESS**

Update / Parking in 1500 block of Seventh Avenue. Officers have monitored noise during shift change at P.A.C.E. Industries, and there have been no issues identified to the Police Department.

Unlicensed vehicle storage. The issue falls under the enforcement of the nuisance motor vehicle ordinance. The vehicles in question have been addressed.

Unspent funds in 2011 Police budget. Chair Grant noted that \$37,987.00 of unspent 2011 funds in the Police budget are being requested for reallocation to the 2011 Public Works and 2011 Park and Recreation budgets. When asked, Chief Wenten said he was aware of his unspent funds, primarily due to the Officer vacancy. He was pleased to come in under budget. Trustee Meinecke also noted that the Police Department was closer to \$200,000 under budget. Administrator Hofland indicated that every department head is directed to fulfill their annual approved departmental needs with money allocated. The Police Department was able to do this and still come in under budget. Left over funds revert to a general fund balance.

### **ADJOURN**

Motion by Trustee Liss, seconded by Trustee Antoine, to adjourn, at 7:14 p.m. Approved unanimously.