



CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI  
**POLICE & FIRE COMMISSION**

**Monday, October 13, 2025 at 6:00 p.m.**

100 W Grand Ave, Port Washington, WI 53074

**City Hall Council Chambers**

**Mission Statement:** *The Police and Fire Commission (PFC) exists for the benefit of all our citizens, who expect and deserve a high level of public safety. We oversee the Police Department, Fire Department, and Emergency Medical Services in a fiscally responsible manner. Our mission is to hire and retain the most qualified personnel and advocate for the best training, equipment, and facilities to allow them to carry out their tasks. The safety of our residents and protection of life and property is our goal.*

### **Meeting Minutes**

1. Roll Call. Jim Bieber, Ed Johnson, Jill Eernisse. Also present: Police Chief Kevin Hingiss, Fire Chief Joe DeBoer, PYPD Exec. Asst. Becki Hill, Alderperson Dan Benning. From the Ozaukee Press, Kris Halbig-Ziehm. Chair Bieber called the meeting to order at 6:03 p.m.
2. Public Appearances, Comments, and Correspondence
  - a. Letter from Port Washington resident that was also submitted to Ozaukee Press regarding the Police Department's request for additional officer positions. Chair Bieber acknowledged and appreciated the letter submitted to the Police Department and Ozaukee Press.
3. Chairman's Comments. None.
4. Review of Previous Meeting Minutes. Motion to approve the meeting minutes of the September 8, 2025 meeting of the PFC by E. Johnson, seconded by J. Eernisse. Motion carried by voice vote.
5. Recognition of Service Anniversaries:
  - a. For the Fire Department:
    - i. Diver Roland Chaloupka, 44 years
    - ii. EMT Mike Eibs, 26 years
    - iii. Deputy Chief Scott Ziegler, 13 years
    - iv. Diver Eric Poggeman, 13 years
    - v. FF/EMT Ben Hendrick, 2 years
    - vi. EMT Dan Nelson, 2 years
    - vii. Paramedic Steve McGaughey, 2 years

### **POLICE DEPARTMENT**

1. Review and Discussion – September 2025 Bills. The bills were reviewed.
2. Review and Discussion – August 2025 Municipal Court Statement. The statement was reviewed.
3. Review and Discussion – September 2025 Calls for Service and August 2025 Wisconsin Incident Based Reporting (WIBR). The reports were reviewed.
4. Police Chief's Report
  - a. 2026 Budget. Chief Hingiss reported that several items in the Department's proposed budget were cut, including replacing squad cars, hiring new officers, wellness visits, and the Cellebrite digital investigation software. A different path forward regarding Cellebrite is being explored.
  - b. WILEAG Re-accreditation. Chief Hingiss noted that the re-accreditation process happened in September. Tammy Shepherd was instrumental preparing the

department for the meetings. The initial indication is that re-accreditation will be recommended.

- c. Data Center Protests. Chief Hingiss related that the Department is working on a safety plan regarding future protests.
5. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. Chief Hingiss informed the PFC that the Department is shorthanded due to a recent off-duty injury to an officer.

## **FIRE DEPARTMENT**

1. Review and Discussion – September 2025 EMS Invoices. The invoices were reviewed, with Chief DeBoer highlighting that the Stryker invoices were due to preventive maintenance.
2. Review and Discussion – September 2025 Fire Invoices. The invoices were reviewed. Vehicle maintenance costs are increasing per Chief DeBoer.
3. Review and Discussion – September 2025 EMS Calls. There were 146 calls in September.
4. Review and Discussion – September 2025 Fire Calls. There were 26 calls in September.
  
5. Fire Chief's Report
  - a. Hiring of Rescue Diver Urs Brechbuehler. Chief DeBoer announced this hiring, noting he is a police officer with the Grafton Police Department, and possesses many certifications.
  - b. Promotion of paid-on-call Firefighters Rick Lathrop and Rickie Gillson to the rank of Engineer. Chief DeBoer related these promotions, having occurred after a promotion process. They will take effect in a couple weeks
  - c. Announcement of Wisconsin DNR Forest Fire Protection Grant award. Chief DeBoer discussed the receipt of this grant of \$10,000, which will be applied to a new grass fire truck that is hoped to be received by the end of the year.
  - d. Overview of the revised firefighter orientation program. The orientation program was reviewed. Chief DeBoer thanked Deputy Chief Boettcher and Lt. Beck for creating the manual.
  - e. Review of Fire Prevention Week activities. Chief DeBoer highlighted that an open house was held on October 4<sup>th</sup> at the Fire Station, and the Department visited the local elementary schools.
  - f. Progress report on the Public Safety Building project. Chief DeBoer noted that construction had begun on the training tower, and structural steel was going up on the police side and common areas.
6. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. The next meeting of the PFC is scheduled for November 8, 2025, at 6:00 p.m.

Adjournment. Motion by E. Johnson, seconded by J. Eernisse to adjourn the meeting. Motion carried by voice vote. The meeting was adjourned at 6:25 p.m.

*Police & Fire Commissioners*

*Chair James Biever, Vice Chair Sarah Burdette, Secretary Edward Johnson, Joseph Dean, Jill Eernisse*