



# **LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE AGENDA**

**November 16, 2022 at 4:15 PM**

**City Hall - Conference Room 106, 828 Center Avenue,  
Sheboygan, WI**

It is possible that a quorum (or a reverse quorum) of the Sheboygan Common Council or any other City committees/boards/commissions may be in attendance, thus requiring a notice pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W.2d 408 (1993).

Persons with disabilities who need accommodations to attend this meeting should contact the City Attorney's Office at 828 Center Avenue, Suite 210, Sheboygan, Wisconsin, Ph. 920-459-3917. Persons other than committee members who wish to participate remotely shall provide notice to the City Attorney's Office at Ph. 920-459-3917 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

## **OPENING OF MEETING**

1. Call to Order
2. Roll Call - Alderpersons Felde, Ackley, Dekker, Heidemann, and Salazar may attend the meeting remotely
3. Pledge of Allegiance
4. Introduction of Committee members, staff and guests

## **MINUTES**

- [5.](#) Approval of Minutes - October 11, 2022

## **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

6. Beverage Operator's License Application No. 9507 (April O. A. Lohse) - HEARING REGARDING DENIAL OF LICENSE
- [7.](#) R. O. No. 70-22-23 (10-17-22) by Chief of Police pursuant to section 54-65 of the Municipal Code, submitting the quarterly report showing the Benchmark Measurements for the Police Department for the period commencing July 1, 2022 and ending September 30, 2022.
- [8.](#) Res. No. 83-22-23 (11-7-22) A Resolution authorizing the appropriate City officials to execute the Joint Powers Agreement for Sheboygan County and City of Sheboygan 911 Emergency Systems.
- [9.](#) Res. No. 84-22-23 (11-7-22) A Resolution authorizing the Chief of Police to take necessary actions to receive the 2023 Wisconsin Justice System Improvement, Beat Patrol Grant.
- [10.](#) R. O. No. 71-22-23 (10-17-22) by Fire Chief pursuant to section 50-564 of the Municipal Code, submitting the quarterly report of Benchmark Measurements for the Fire Department, for the period commencing July 1, 2022 and ending September 30, 2022.

- [11.](#) Res. No. 88-22-23 (11-7-22) A Resolution authorizing the Fire Chief to accept and expend funds received from the State of Wisconsin Department of Health Services as part of the Emergency Medical Services (“EMS”) Flex Grant.
- [12.](#) R. O. No. 80-22-23 (11-7-22) by City Clerk submitting various license applications.

#### **NEXT MEETING DATE**

13. Next meeting date will be November 30, 2022

#### **ADJOURN**

14. Motion to adjourn

***In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:***

*City Hall • Mead Public Library  
Sheboygan County Administration Building • City's website*

**CITY OF SHEBOYGAN****LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE MINUTES****Tuesday, October 11, 2022**

**COMMITTEE MEMBERS PRESENT:** Chair Alderperson Barb Felde, Alderperson Dean Dekker, Alderperson Joseph Heidemann, Alderperson Amanda Salazar

**COMMITTEE MEMBERS EXCUSED:** Vice Chair Alderperson Betty Ackley

**STAFF/OFFICIALS PRESENT:** City Attorney Charles Adams, Police Chief Christopher Domagalski, Fire Chief Eric Montellano, Finance Director Kaitlyn Krueger, Deputy Finance Director Jessica Huss, Management Analyst Carrie Arenz, Paralegal Kathy Hoffman

**OTHERS PRESENT:** Dave Felde

**OPENING OF MEETING**

1. Call to Order

Chair Alderperson Barb Felde called the meeting to order at 4:51 PM.

2. Roll Call
3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Introduction of Committee members, staff and guests

**MINUTES**

5. Approval of Minutes

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD SEPTEMBER 28, 2022.

Motion made by Alderperson Heidemann, seconded by Alderperson Dekker.

Voting Yea: Alderperson Salazar, Chair Felde, Alderperson Dekker, Alderperson Heidemann.

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

6. 2023 BUDGET - City Attorney's Office (DISCUSSION ONLY).

City Attorney Charles Adams presented the 2023 budget for the City Attorney's Office.

7. 2023 BUDGET - Police Department [Police and MEG Unit] - (DISCUSSION ONLY)

Item 5.

Police Chief Domagalski presented the 2023 budget for the Police Department and MEG Unit and answered questions from the committee.

8. 2023 BUDGET - Fire Department (DISCUSSION ONLY)

Fire Chief Montellano presented the 2023 budget for the Fire Department and answered questions from the committee.

9. Res. No. 74-22-23 (10-3-22) A Resolution authorizing the Sheboygan Police Department to apply for, and receive funding from, the Wisconsin Department of Administration's 2022 Law Enforcement Agency Grant.

Police Chief Domagalski discussed the grant and answered questions from the Committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT RES. NO. 74-22-23.  
Motion made by Alderperson Heidemann, seconded by Alderperson Salazar.  
Voting Yea: Alderperson Salazar, Chair Felde, Alderperson Dekker, Alderperson Heidemann.

10. Res. No. 75-22-23 (10-3-22) A Resolution authorizing the Fire Chief to accept and expend funds received from the United States Department of Homeland Security - Federal Emergency Management Agency ("FEMA") as part of the Assistance to Firefighters Grant ("AFG") Program.

Fire Chief Montellano discussed the grant and answered questions from the Committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT RES. NO. 75-22-23.  
Motion made by Alderperson Dekker, seconded by Alderperson Heidemann.  
Voting Yea: Alderperson Salazar, Chair Felde, Alderperson Dekker, Alderperson Heidemann.

## NEXT MEETING DATE

11. The next committee meeting is scheduled to be held on October 26, 2022 at 4:15 p.m.

## ADJOURN

12. Motion to adjourn

MOTION TO ADJOURN AT 5:13 PM.  
Motion made by Alderperson Dekker, seconded by Alderperson Heidemann.  
Voting Yea: Alderperson Salazar, Chair Felde, Alderperson Dekker, Alderperson Heidemann.

R. O. No. 70 - 22 - 23. By CHIEF OF POLICE CHRISTOPHER DOMAGALSKI.  
October 17, 2022.

Pursuant to section 54-65 of the Municipal Code, I herewith submit my quarterly report showing the Benchmark Measurements for my department for the period commencing July 1, 2022 and ending September 30, 2022.

	2020	Y-T-D	2021	Y-T-D	2022
<u>Patrol and Investigations</u>	<u>Actual</u>	<u>9/30/21</u>	<u>Actual</u>	<u>9/30/22</u>	<u>Goals</u>
Homicide	2	0	1	0	0
Rape	20	31	39	25	20
Robbery	14	3	5	8	10
Aggravated Assault	107	70	112	86	100
Burglary	96	57	82	59	100
Theft	689	409	563	450	800
Motor Vehicle Theft	35	27	34	25	30
Arson	10	3	5	8	10
Part 1 Total Crimes	973	600	841	661	900
Percent of Offenses Cleared	56%	43%	47%	58%	70%
Value of Property Stolen	\$475,001	\$572,004	\$711,334	\$492,763	\$500,000
Value of Property Recovered	\$389,071	\$262,055	\$321,044	\$288,547	\$200,000
Percent of Stolen Recovered	82%	46%	45%	59%	40%
Accident Investigations	1,340	1,039	1,365	1,055	1,500
Traffic Stops	3,455	3,389	4,395	4,345	No Goal
Traffic Arrests	2,611	2,323	3,016	2,782	No Goal
Other Arrests	2,646	2,011	2,810	2,250	No Goal
Speed Trailer Deployments	8	22	29	11	20
HVEE Deployments	1	54	65	57	12
Parking Tickets Issued	6,098	5,045	6,631	6,045	10,000
Bicycles Recovered	118	110	190	115	150
Involuntary Commitments	101	107	144	105	No Goal
<u>Administration</u>					
District Attorney Request for Digital Evidence	1,216	812	1,142	837	2,750
Open Records Requests	7,318	5,104	6,502	5,015	4,000
Nixle Messages Sent	97	61	78	79	250
Press Releases	20	15	18	20	50
Tweets	92	87	111	104	350
Facebook Followers*	15,449	15,488	16,749	17,262	17,000
Reported Crime Maps	100	79	98	68	104
Crime Comparison Reports	24	19	22	16	26

\*Facebook no longer reports likes which were previously tracked

CHIEF OF POLICE

## CITY OF SHEBOYGAN

REQUEST FOR LICENSING, HEARINGS AND PUBLIC SAFETY COMMITTEE  
CONSIDERATION

---

**ITEM DESCRIPTION:** Report of Officer, submitting the Police Department Quarterly Report for the period commencing July 1, 2022 and ending September 30, 2022.

---

**REPORT PREPARED BY:** Christopher Domagalski, Chief of Police

---

**REPORT DATE:** October 17, 2022

**MEETING DATE:** November 16, 2022

---

**FISCAL SUMMARY:**

Budget Line Item:	N/A	Wisconsin	N/A
Budget Summary:	N/A	Statutes:	
Budgeted Expenditure:	N/A	Municipal Code:	Sec. 54-65
Budgeted Revenue:	N/A		

**STATUTORY REFERENCE:****BACKGROUND / ANALYSIS:**

The Quarterly Report of Benchmarks for the Police Department for the Period commencing July 1, 2022 and ending September 30, 2022 is presented for information and discussion as required by section 54-65 of the Municipal Code.

**STAFF COMMENTS:**

Highlights of the report are as follows:

- Part 1 Crime: There was an increase in violent crime year to date in comparison to the same period in 2021 and 2020 (119 vs. 104 and 110) and an increase in property crime in comparison to 2021 and a decrease in comparison to 2020 (542 vs. 496 vs. 662). The increase in violent crime is related to the increase in assaults reported in 2022 in comparison to the same period in 2021 and 2020 (86 vs. 70 vs. 81). The largest increase occurred in the schools.
- Traffic accidents: There was an increase in year to date (1,055 vs. 1,039) in comparison to 2021. There is also an increase in traffic stops and arrests in 2022 vs. 2021.
- Involuntary commitments were relatively flat year to date in comparison to the same period in 2021 but up compared to 2020 (105 vs. 107 and 80).

**ACTION REQUESTED:**

Motion to recommend to Council to Approve the Report of Officer No. 70 - 22 - 23.

**ATTACHMENTS:**

- I. R.O No. 70 - 22 - 23

Res. No. 83 - 22 - 23. By Alderpersons Felde and Ackley. November 7, 2022.

A RESOLUTION authorizing the appropriate City officials to execute the Joint Powers Agreement for Sheboygan County and City of Sheboygan 911 Emergency Systems.

WHEREAS, Sheboygan County and the City of Sheboygan have each implemented an Emergency 911 System for the purposes of providing emergency services to residents and visitors of these municipalities, including fire fighting, law enforcement, ambulance, medical and other emergency services; and

WHEREAS, Sec. 256.35(9), Wis. Stats., "Joint Powers Agreement," requires that in implementing 911 systems as has been done by both Sheboygan County and the City of Sheboygan, municipalities shall annually enter into a Joint Powers Agreement, which Agreement shall be applicable on a daily basis and which shall provide that if an emergency services vehicle is dispatched in response to a request through either the Sheboygan County 911 System or the City of Sheboygan 911 System, such vehicle shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional boundaries.

NOW, THEREFORE, BE IT RESOLVED: That the Mayor and City Clerk are hereby authorized and directed to execute the Joint Powers Agreement - Sheboygan County and City of Sheboygan 911 Emergency Systems, effective for calendar year 2023, a copy of which is attached hereto and incorporated herein.

BE IT FURTHER RESOLVED: That the City Clerk is hereby authorized and directed to file a fully executed copy of this Joint Powers Agreement with the State of Wisconsin Department of Justice, as required by Sec. 256.35(9)(c), Wis. Stats.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor



**JOINT POWERS AGREEMENT  
SHEBOYGAN COUNTY AND CITY OF SHEBOYGAN  
911 EMERGENCY SYSTEMS**

**WHEREAS**, Sheboygan County and the City of Sheboygan have each implemented an Emergency 911 System for the purposes of providing emergency services to residents and visitors of these municipalities, including fire fighting, law enforcement, ambulance, medical and other emergency services; and

**WHEREAS**, Sec. 256.35(9), Wis. Stats., “Joint Powers Agreement,” requires that in implementing 911 systems as has been done by both Sheboygan County and the City of Sheboygan, municipalities shall annually enter into a Joint Powers Agreement, which Agreement shall be applicable on a daily basis and which shall provide that if an emergency services vehicle is dispatched in response to a request through either the Sheboygan County 911 System or the City of Sheboygan 911 System, such vehicle shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle’s normal jurisdictional boundaries.

**THEREFORE**, in consideration of the mutual promises, agreements and conditions contained herein, it is hereby jointly agreed between Sheboygan County and the City of Sheboygan as follows:

1. That effective January 1, 2023, this Agreement shall, thereafter, be applicable on a daily basis from said date through December 31, 2023.
2. That if an emergency services vehicle operated by either Sheboygan County or the City of Sheboygan, or operated by an agency with which either municipality contracts for that particular emergency service, is dispatched in response to a request through the Sheboygan County emergency 911 System or the City of Sheboygan 911 System, such vehicle (whether owned and operated by the municipality or by the agency) shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle’s normal jurisdictional (or as defined by contract) boundaries.



3. That a copy of this Agreement shall be filed with the State Department of Justice, as required by Sec. 256.35(9)(c), Wis. Stats.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2022.

SHEBOYGAN COUNTY

BY: \_\_\_\_\_  
Cory L. Roeseler  
Sheriff

Dated this \_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF SHEBOYGAN

BY: \_\_\_\_\_  
Ryan Sorenson  
Mayor

ATTEST: \_\_\_\_\_  
Meredith DeBruin  
City Clerk

This Agreement is authorized by and in accordance with Res.  
No. \_\_\_\_ - 22 – 23.

III

Res. No. 84 - 22 - 23. By Alderpersons Felde and Ackley. November 7, 2022.

A RESOLUTION authorizing the Chief of Police to take necessary actions to receive the 2023 Wisconsin Justice System Improvement, Beat Patrol Grant.

WHEREAS, the City of Sheboygan Police Department has the opportunity to obtain a Beat Patrol Grant in the amount of \$121,434 from the State of Wisconsin, Department of Justice; and

WHEREAS, the Beat Patrol Grant program provides funds to support additional police personnel for community work and Beat Patrols for the period January 1, 2023 through December 31, 2023; and

WHEREAS, in order to obtain the grant in the amount of \$121,434, the Chief of Police was required to submit an application through the Wisconsin Department of Justice; and

WHEREAS, the funding received would be \$121,434 from the State of Wisconsin with a local match of \$40,478 (25%) required; and

WHEREAS, the City of Sheboygan Police Department is eligible for funding for calendar year 2023.

NOW, THEREFORE, BE IT RESOLVED: That the City of Sheboygan Common Council authorizes the Chief of Police to sign all documents necessary to obtain and administer the grant.

WHP

BE IT FURTHER RESOLVED: That the City of Sheboygan hereby agrees to meet the obligations of the grant including appropriating a matching allocation for the project, allocation of which is provided for in the 2023 budget, and agrees that it would be appropriate for future councils to make such annual appropriations as long as state matching aids are available or until this resolution is modified by the Council.

\_\_\_\_\_  
\_\_\_\_\_

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor

## CITY OF SHEBOYGAN

REQUEST FOR LICENSING, HEARINGS and PUBLIC SAFETY COMMITTEE  
CONSIDERATION

---

**ITEM DESCRIPTION:** Resolution to Authorize Acceptance of the 2023 Wisconsin Justice System Improvement, Beat Patrol Grant.

---

**REPORT PREPARED BY:** Christopher Domagalski, Chief of Police

---

**REPORT DATE:** November 7, 2022

**MEETING DATE:** November 16, 2022

---

**FISCAL SUMMARY:**

Budget Line Item: 101-435230  
 Budget Summary: N/A  
 Budgeted Expenditure: N/A  
 Budgeted Revenue: \$ 121,434

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
 Municipal Code: N/A

---

**BACKGROUND / ANALYSIS:**

The Wisconsin Beat Patrol Grant program provides state General Purpose Revenue to ten communities to support additional police personnel for community work and beat patrols. The grant is non-competitive and limited eligibility. The City of Sheboygan is eligible for \$121,434 in funds with a required match of \$40,478.

**STAFF COMMENTS:**

The City has accepted this funding since 2016 to support the beat patrol officer positions. The grant matching funds are included in the 2023 budget.

**ACTION REQUESTED:**

Motion to recommend to the council to approve the Resolution.

**ATTACHMENTS:**

I. Res. No. 84-22-23

R. O. No. 71 - 22 - 23. By FIRE CHIEF. October 17, 2022.

Pursuant to section 50-564 of the Municipal Code, I herewith submit my quarterly report of Benchmark Measurements for the Fire Department, for the period commencing July 1, 2022 and ending September 30, 2022.

## 2022 Third Quarter Benchmarks

	2021 Third Quarter	2021 YTD	2022 Third Quarter	2022 YTD	2022 Goals
<b>Incident Types</b>					
Fires	17	66	26	70	< 90
Rescue & Emergency Medical Service	1,314	3,543	1,336	3,902	4,900
Non Fires	420	1,004	361	1,201	1,400
TOTAL	1,751	4,613	1,723	5,173	6,300
<b>Station Incident Count Per Station</b>					
Station 1	570	1,340	519	1,527	1,825
Station 2	322	920	313	894	1,225
Station 3	370	1,082	408	1,290	1,500
Station 4	317	825	293	908	1,150
Station 5	158	421	132	467	600
Mutual Aid Given	14	25	58	87	
Mutual Aid Received	N/A	N/A	23	42	
Overlapping Calls (Percentage)	N/A	N/A	64%	65%	
Overlapping Calls (Count)	N/A	N/A	1,109	3,364	
<b>Fire Loss</b>					
Number of Incidents	10	42	21	44	
Total Pre Incident Value	\$ 1,954,700	\$ 93,685,490	\$ 22,292,250	\$ 37,603,800	
Total Property Loss	\$ 85,000	\$ 375,350	\$ 243,290	\$ 567,790	
Total Content Loss	\$ 54,350	\$ 480,817	\$ 559,350	\$ 1,001,540	
Total Loss	\$ 139,350	\$ 856,167	\$ 802,640	\$ 1,569,330	
Average Loss	\$ 13,935	\$ 20,384.93	\$ 38,220.95	\$ 35,667	
Property Saved	\$ 1,815,350	\$ 92,829,323.00	\$ 21,489,610.00	\$ 36,034,470	
<b>Workload</b>					
Inspections	1,290	1,909	1,528	2,296	2,300
School Safety Programs (Students)	1,744	1,744	2,548	2,548	3,200
Public Events	19	43	39	56	60
Station Tours	1	5	3	11	25
Non-Compliance/ Installed Smoke Alarms	23/36	42/65	24/28	36/38	
Fire Training Hours	1,005	3,928	1,697	5,197	8,000
EMS Training Hours	345.50	1,551	463	1,057	2,100
Investigations	15	64	25	67	
<b>Efficiency</b>					
EMS Average Response Time (360 Seconds)	N/A	N/A	N/A	N/A	
Fire Average Response Time (380 Seconds)*	81%	79%	77%	76%	90%
<b>Effectiveness</b>					
Resident Satisfaction Rating	99%	99%	N/A	N/A	
ISO Rating	2	2	2	2	1

Note: Resident Satisfaction rating was not a metric on the 2022 Baker Tilly Study. Therefore, there is no current data.

\*Fire response 380 seconds or less per NFPA standards

FIRE CHIEF

**CITY OF SHEBOYGAN  
REQUEST FOR LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE  
CONSIDERATION**

---

**ITEM DESCRIPTION:** Report of Officer, submitting the Quarterly Report from the Sheboygan Fire Department for the period commencing July 1, 2022 and ending September 30, 2022.

---

**REPORT PREPARED BY:** Eric Montellano, Fire Chief

---

**REPORT DATE:** October 12, 2022

**MEETING DATE:** November 16, 2022

---

**FISCAL SUMMARY:**

Budget Line Item:	N/A
Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

---

**STATUTORY REFERENCE:**

Wisconsin Statutes:	N/A
Municipal Code:	50-564

---

**BACKGROUND / ANALYSIS:**

Quarterly Benchmarks from the Fire Department for the period commencing July 1, 2022 and ending September 30, 2022 is presented for information and discussion as required by section 50-564 of the Municipal Code.

**STAFF COMMENTS:**

Highlights are as follows:

- Year-to-date call volume is 560 incidents higher than in 2021
- Rescue & EMS calls increased by 10%
- Fire inspections completed continue to increase due to enhanced training, follow-up and communication with property owners. Year-to-date count is 387 inspections higher than in 2021.
- This quarter the department began reporting property saved to highlight the total pre incident value less total loss.
- Both public events and station tours continue to increase in an effort to increase public engagement
- The goal of achieving a 90% fire response efficiency continues to become more difficult to achieve. With the increase in call volume, number of overlapping incidents also increase. This requires units to respond from outside of their district or once their current call clears.

**ACTION REQUESTED:**

A motion to recommend approval of the Report of Officer No. 71-22-23 to the Common Council.

**ATTACHMENTS:**

- I. R.O. No. 71-22-23

III

Res. No. 88 - 22 - 23. By Alderpersons Felde and Ackley. November 7, 2022.

A RESOLUTION authorizing the Fire Chief to accept and expend funds received from the State of Wisconsin Department of Health Services as part of the Emergency Medical Services ("EMS") Flex Grant.

WHEREAS, the EMS Flex Grant provides funds to purchase approved emergency medical items such as ventilators, cardiac monitors, and vehicle computers; and

WHEREAS, the City of Sheboygan Fire Department has been awarded an EMS Flex Grant of \$120,475.00 to support the Sheboygan Fire Department; and

WHEREAS, the Sheboygan Fire Department desires to use the grant to purchase qualifying devices to support the Department.

NOW, THEREFORE, BE IT RESOLVED: That the appropriate City officials are hereby authorized to sign all documents necessary for the acceptance, administration, and expenditure of the grant described in this Resolution.

LHS

\_\_\_\_\_  
\_\_\_\_\_

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor



Tony Evers  
Governor

Karen E. Timberlake  
Secretary



**State of Wisconsin**  
**Department of Health Services**

**DIVISION OF PUBLIC**

**Item 11.**

1 WEST WILSON STREET  
PO BOX 2659  
MADISON WI 53701-2659

Telephone: 608-266-1251  
Fax: 608-267-2832  
TTY: 711 or 800-947-3529

September 23, 2022

Sheboygan (City of) Fire Department (6050235)  
1326 North 25th Street  
Sheboygan, WI 53013

**RE: Emergency Medical Services (EMS) Flex Grant Award**

Dear Service Director:

The Wisconsin Department of Health Services, Division of Public Health, Office of Preparedness and Emergency Healthcare's EMS Section is pleased to notify you of your EMS Flex Grant award in the amount of **\$120,475**

Please retain this letter for your records and complete the following steps to begin expending your funds.

1. Accept funds through E-Licensing including certifying the conditions of award.
2. Submit a revised budget in E-Licensing by October 3, 2022.
3. Receive written confirmation from the EMS section accepting revised budget.
4. Begin making grant expenditures.

Additional information regarding the EMS Flex Grant:

- Grant payments will be made in two parts.
  - Initial payment of half the award amount will be distributed beginning September 30, 2022.
  - The remaining award balance will be distributed after successful submission of budget and progress reports.
  - All funding will be distributed via automated clearing house (ACH) deposit. Bank account set-ups or updates can be completed by submitting a DOA 6456 Form in E-Licensing.
- All awarded funds must be spent by September 23, 2023.
- Budget and progress reports are due on March 21, 2023 with a close-out report due on September 30, 2023.
  - Reports will be completed electronically in E-Licensing.
  - Webinar on the reporting process will be held on October 18, 2022.
- Awardees shall utilize funding as detailed in their approved grant budget.
- Awardees shall maintain accurate records and documentation for five years.

Please direct questions regarding the EMS Flex Grant to [DHSFlexGrant@dhs.wisconsin.gov](mailto:DHSFlexGrant@dhs.wisconsin.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read 'Natalie Easterday'.

Natalie Easterday, Director  
Office of Preparedness and Emergency Health Care  
Wisconsin Department of Health Service

## CITY OF SHEBOYGAN

REQUEST FOR LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE  
CONSIDERATION

---

**ITEM DESCRIPTION:** Res. No. 88-22-23 by Alderpersons Chair Felde and Vice Chair Ackley authorizing the Fire Chief to accept awarded funds of \$120,475.00 from the state of Wisconsin's EMS Flex Grant.

---

**REPORT PREPARED BY:** Eric Montellano, Fire Chief

---

**REPORT DATE:** November 2, 2022

**MEETING DATE:** November 16, 2022

---

**FISCAL SUMMARY:**

Budget Line Item: 540-215, 560-255,  
560-259, & 563-310  
Budget Summary: N/A

**STATUTORY REFERENCE:**

Wisconsin Statutes: N/A  
Municipal Code: N/A

---

**BACKGROUND / ANALYSIS:**

The Sheboygan Fire Department will occasionally submit a request for grant opportunities when they become available. Recently, the state of Wisconsin gave all EMS agencies the opportunity to apply for funding via the Department of Health Services and the American Rescue Plan Act.

**STAFF COMMENTS:**

- The \$120,475.00 from EMS Flex Grant will be distributed in two phases:
  - Phase I will be \$60,237.50 and requires the SFD to purchase the approved items
  - Phase II will be \$60,237.50 which is the other half of the awarded amount
- Some of the major items that will be purchased will be:
  - Ventilator
  - Cardiac Monitor
  - Vehicle Computer
  - Portable Radios
  - Miscellaneous Medical Supplies

**ACTION REQUESTED:**

A Motion to recommend that the Council adopt Res. No. 88-22-23 authorizing acceptance of \$120,475.00 from the EMS Flex Grant.

**ATTACHMENTS:**

- I. Res. No. 88-22-23

II

Other Matters

R. O. No. 80 - 22 - 23. By CITY CLERK. November 7, 2022.

Submitting various license applications.

\_\_\_\_\_  
City Clerk

"CLASS B" LIQUOR LICENSE (June 30, 2023) (NEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
3574	Acarber, LLC (NZ's Bar & Grill)	1022 Michigan Avenue
3573	Thai Café, LLC (Thai Café LLC)	1227 N. 14 <sup>th</sup> Street

LHP