



MINUTES
CITY OF WAUPUN
Police & Fire Commission (PFC) Meeting
Waupun Safety Building – 16 E. Main Street, Waupun
Tuesday, February 25, 2025 at 4:30pm

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

CALL TO ORDER

Meeting convened at 4:32pm by PFC President.

ROLL CALL

Present: John Bett (PFC Vice President), Bambi Buchholz (PFC Citizen), WFD Chief BJ DeMaa, Bobbi Jo Kunz (Council Member-Ex Officio), Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President); WPD Chief Jeremy Rasch

Member(s) absent (excused): Teresa Heidemann (PFC Citizen)

Guests: N/A

MINUTES FROM PREVIOUS MEETINGS

Minutes from the October 15, 2024 meeting were presented for approval. Motion to approve minutes as submitted at 4:33pm by J. Bett, B. Buchholz second; all in favor, motion passed.

Minutes from the January 21, 2025 meeting were presented for approval. Motion to approve minutes as submitted at 4:33pm by J. Bett, B. Buchholz second; all in favor, motion passed.

Minutes from the February 6, 2025 meeting were presented for approval. Motion to approve minutes as submitted at 4:34pm by J. Bett, B. Buchholz second; all in favor, motion passed.

GENERAL DISCUSSION AND EXCHANGE OF INFORMATION CONCERNING THE NORMAL OPERATIONS OF THE WAUPUN FIRE DEPARTMENT (WFD) AND WAUPUN POLICE DEPARTMENT (WPD)

WFD Update (Chief DeMaa)

Staffing:

- Fire: 24 of 32 positions filled; EMR: 12 of 15 positions filled
- Now hiring information has been added to our social media sites: 3 applications received so far (2 fire, 1 fire/EMR) and both Youth Apprentice (YA) students would like to move into POC roles as well
- 2 Lieutenant positions open; currently accepting job interest forms
- 4 students interested in YA positions for the next school year. Chief DeMaa and Assistant Chief Beer are trying to determine how many we can handle (both from a scheduling standpoint as well as from a budgeting standpoint)
- Celebrated milestone anniversaries at the annual awards banquet:
 - 10 years – Dan Holz, Craig Ruis, Jeremy Thurk
 - 5 years – Joe Barnes, Tom O’Neill

2024 call totals:

- City Fire – 180 calls (154 in 2023)
- City EMR – 528 calls (600 in 2023)
- Country Fire – 67 calls (68 in 2023)

General updates:

- Abel Kooima is assisting with some of the social media posts (i.e. Training Tuesday)
- The Recruitment/Retention Committee is formalizing a referral program, this program will provide referral bonuses to current members if they refer a new member to the department

- After 5 years of discussion, approval for the order of a new ladder truck was given by the Council; the order has been placed with delivery being delayed until late 2028 or early 2029.
- An Assistance to Firefighters Grant (AFG) was submitted for the replacement of the current SCBAs and the refill compressor. The current airpacks/bottles will age out beginning this year with the balance expiring in 2026.
- 4 EMRs able to attend the WI EMS Association (WEMSA) Conference up in Green Bay. WEMSA serves as a great opportunity for members to accrue continuing education credits for their 3-year renewals.
- The City and Townships continue to review budgets and discuss what a combined department would look like. The Town of Waupun applied for an Innovation Planning Grant through the State of Wisconsin and was awarded the grant. These funds will be used to bring in a facilitator to help move the discussions forward.
- Chief DeMaa and Assistant Chief Beer met with Keller Engineering to begin reviewing the current fire department space and assessing current/future needs. This process involves looking at every area of the existing fire department (apparatus bay, storage areas, meeting rooms, offices, and basement) to evaluate if any changes need to be made and to set the building up for the next 40 years of its life (with the exception of the epoxy floor and vehicle exhaust system the fire department side of the building is the same as it was when the building opened 40 years ago). The State of Wisconsin is expected to announce an Innovation Grant later this spring or early summer that could provide grants of up to \$10 million which could go towards building projects. This work is in preparation for that grant release. The Police Department has also undergone this same process for their side of the building.
- Annual flow testing was completed on all SCBAs.
- Annual SCBA mask fit testing completed for staff.
- Annual PPE inspections were completed by all members.
- OSHA proposing overhaul of 1910.156 – Fire Brigade standard. The WFD, along with the WI State Fire Chiefs Association, are watching this closely as it could have far-reaching financial impacts.
- Participated in the Citizen’s Police Academy presentations over the past 2 weeks.

WPD Update (Chief Rasch)

Staffing:

- Dean Hopp – tentative start date March 3rd, Swear In at 3pm
- Krystal Konkol – start date March 6th, Swear In at 11am
- Charles Hensen – Swear In March 14 at 11am, Academy starts April 1st
- Offer on leave and officer expecting deployment in 2025.
- 2024 Department Awards
 - Commendation Award - Lt Williams, Officer Schnell, Officer Knudson, and Records Clerk DeBoer
 - Perfect Attendance – Lt Williams, Lt Kreitzman, Officer Warner, Officer Schnell
- Department Pins
 - Military Veteran Pin - Officer Cupery, Officer Roberts, and Officer Brice
 - Investigator Pin – Lt Williams
 - Field Training Officer – Officer Schnell

Training:

- Department staff attended the Fond du Lac County Inservice and Dodge County Legal Update
- Hosted Active Shooter Incident Management course at the community center in January; this is a countywide initiative to have all first responders trained.
- Lieutenant Navis organized an Advanced Roadside Impaired Driving Enforcement and provided training to multiple patrol officers (16 hour course)
- Officer Dumke completed Defensive Tactics Instructor course in January and is assigned as the department’s Defensive Tactics Instructor
- Officer Schnell will be scheduled to attend Instructor Development and wishes to further his career development and become a state certified instructor
- Officer Warner will be scheduled to attend Field Training and wishes to further his career development by becoming a certified FTO

- Officer Jaret Knudson was nominated for the Dodge County Drug Task Force and accepted for the position of investigator within the Dodge County Drug Task Force; he will train with the task force staff in spring
- Chief Rasch attended the DOJ's New Chiefs/Sheriffs Training
- Chief Rasch and Deputy Chief Sullivan attended the WI Chief Association Winter Conference
- Lieutenant Brzezinski and Lieutenant Kreitzman attended Wisconsin Law Enforcement Executive Development Association (WLEEDA)
- Officer Halverson attended Basic SWAT

Equipment:

- Mobile Finger Print Scanner and Flock Cameras are in service
- Detectachem Drug Identifier was purchased with training to be completed in March
- Purchased 2 lighter weight AR15 rifles to assist with smaller stature officers and being on scenes for extended periods of time
- Transition from server-based system to the Safefleet Cloud Nexus went relatively smoothly
- Had a Taser 10 demo towards the end of 2024 and a 90 day trial device was provided for staff to train with

Community Engagement (Jan/Feb):

- Celebrate Waupun Board Meetings
- Dodge County Traffic Safety Commission Board Meeting
- Salvation Army Board Meeting
- WBEV Community Comment
- FAL Communications Review Board
- Kiwanis Club Presentation
- Senior Citizen Police Academy
- Waupun Ice Fest
- Dodge County Drug Task Force Awards Banquet
- Library Board Meeting

Also:

- Working with Keller Engineering reference future building needs

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

The next Commission meeting date is to-be-determined and would be held at the Waupun Safety Building. The PFC meets quarterly, at minimum.

If necessary, please send any agenda requests to Chief DeMaa or Chief Rasch so appropriate preparation(s) can be made.

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ADJOURNMENT

Motion at 5:32pm to adjourn meeting made by J. Bett, B. Buchholz second; all in favor, motion passed.

Respectfully submitted,
Tara Rhodes, Secretary