

VILLAGE OF GRAFTON
PUBLIC SAFETY COMMITTEE MEETING MINUTES
NOVEMBER 13, 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, Sue Meinecke and Lisa Harbeck (6:08 p.m.)

Staff present: Police Chief Charles Wenten, Village Administrator Darrell Hofland, and Administrative Assistant Pat Hofstad

Other Officials present: Grafton Volunteer Fire Chief John Place and Trustee David Liss

RECRUITMENT OF FIRE CHIEF, JOB DESCRIPTION AND PAY GRADE ASSIGNMENT

Administrator Hofland discussed the draft job position description, which was authored after reviewing job descriptions from similar size communities. He indicated that this job description has a percentage of time spent on various duties and responsibilities. Percentages will be included in all job descriptions in the future. The education and physical demands were reviewed.

Chair Grant questioned the residency requirement. He believed the residency requirement should be less than 12 months. He is concerned that a fire chief should live within the Village or live within 5 minutes in order to respond quickly in the event of a large fire or other incident.

Chief Place advised that there is a first assistant chief that would assume command of the scene. He believes the 12 month residency requirement would not be an issue. Chief Wenten agreed, stating that nothing precludes the new Chief from taking residency before the 12 month deadline. Chief indicated he had residency within 10 months, which worked due to his command staff. Trustee Meinecke stated she would hate to lose a good candidate due to a residency requirement.

Pay Grade 21 was recommended, which is the same as Police Captain. The 2012 starting salary range is \$67,356 - \$79,184. Trustee Harbeck asked if it was originally discussed at a higher range. It was discussed this may have been with benefits. Fire Chief Place said this pay is consistent with similar communities.

Administrator Hofland noted the Police and Fire Commission has the responsibility to recruit and appoint the Fire Chief. He is working with the commission to set up a meeting date pending approval of the job description and pay grade.

Motion by Trustee Meinecke, seconded Trustee Harbeck, to recommend the Village Board approve the Fire Chief job description including the assignment of Pay Grade 21. Approved unanimously.

Motion by Trustee Harbeck, seconded by Trustee Meinecke, to recommend the Village Board authorize the recruitment of the Fire Chief. Approved unanimously.

REQUEST FROM CITIZEN TO LIMIT TIMES TRAINS CAN UTILIZE THEIR HORNS IN VILLAGE

Chief Wenten was notified by residents at 1335 11th Avenue that the loudness and frequency of the train horn wakes them up and has been affecting their health. They are requesting an ordinance that limits train horn noise between 10:00 p.m. and 6:00 a.m.

Captain Gabrish contacted the Canadian National Railroad who advised of federal requirements that the conductor sound the horn at least four times at each train crossing. The only way to change this action is to make a quiet zone at each crossing. We are awaiting regulations for this; however, it is believed this will be a costly venture. Chief Wenten advised he will keep the committee updated with any further information.

POLICE DEPARTMENT OVERTIME COMPARISON / SEPTEMBER AND OCTOBER

Chief Wenten noted the comparison is still under last year's amount. The recent bomb incident caused 30-40 hours of overtime. Numerous shift changes continue to occur prior to overtime being posted.

POLICE DEPARTMENT STATISTICS / SEPTEMBER AND OCTOBER

Chief pointed out that numbers are up in almost all categories compared to this time last year. Chief did mention that he is pleasantly surprised that the number of Emergency Detentions is down over 50 percent from this time last year. An error was noticed in the October statistics and will be corrected.

OLD / NEW BUSINESS

Trustee Meinecke has been monitoring and assisting with traffic flow at Woodview School, and noted that driver's are not paying attention, and there is an accident waiting to happen. Chief Wenten will discuss the ongoing concerns with Sgt. Podewils.

Chair Grant discussed the possibility of the committee members doing a "Ride a Along" with officers. All members expressed interest.

Chair Grant asked Chief Wenten to research the cost of a electronic license plate reader. Chief Wenten advised they are \$23,000 per vehicle. He will watch for grants available for this equipment.

ADJOURN

Motion by Trustee Harbeck, seconded by Trustee Meinecke, to adjourn, at 6:40 p.m. Approved unanimously.