

**Public Safety Committee**  
**December 8, 2016**

**Call to Order:** The meeting was called to order at 6:00 p.m. by Chairperson Gail Kowalkowski.

**Roll Call of Officers:** Present were Chairperson Gail Kowalkowski, Trustee Pete Anzia, and Trustee Rose Sauers. Also in attendance were Village Deputy Marshal, Leon Anzia and Village Clerk, Julie Lesar. A quorum was established.

**Open Meeting Law Compliance Check:** This meeting is in compliance with the Open Meetings Law of the State of Wisconsin.

**Pledge of Allegiance to the American Flag, Moment of Silence:** All in attendance stood for the Pledge of Allegiance and moment of silence.

**Agenda Items:**

**a. Amend Marshal/Deputy Marshal job descriptions and make recommendation for Village Board approval:** The committee reviewed the job description document. Kowalkowski pointed out that there are certain ordinances that are not enforceable and that the Village Marshal/Deputy Marshal should investigate to provide background information and forward that information for the Village Attorney to address. Kowalkowski would like to add this to the job description. Use of personal vehicle was also discussed. Sauers suggested that the use of personal vehicle for patrol will be left up to the discretion of the Marshal/Deputy Marshal as long as they are aware that their personal insurance will provide coverage for accident/damage claims. Kowalkowski made a motion to recommend the revised position summaries for the Marshal/Deputy Marshal to the Village Board. Motion was seconded by Sauers. Ayes – Kowalkowski, Anzia, Sauers, Noes – none, Abstain – none. Motion carried.

- **Review ordinance to be enforced by Marshal/Deputy Marshal:** Kowalkowski made a motion to have Village Attorney, Gerry Antoine further review the Village ordinances and list those that the Village Attorney would follow up on after initial investigation by Village Marshal/Deputy Marshal. Motion was seconded by Sauers. Ayes – Kowalkowski, Anzia, Sauers, Noes – none, Abstain – none. Motion carried.

**b. Village marshal fulfilling his marshal duties as far as putting in the designated hours per week:** Discussion regarding the Village Marshal fulfilling his patrol hour requirements. Anzia pointed out that the Village Marshal is not completing the required patrol hours. Kowalkowski stated that at his time of hire, the detailed job descriptions were not in place. Anzia made a motion to have the Finance & Personnel committee review Village Marshal's fulfillment of job duties and patrol hours. Motion was seconded by Kowalkowski. Ayes – Kowalkowski, Anzia, Sauers, Noes – none, Abstain – none. Motion carried.

**Motion to Adjourn:** A motion to adjourn at 6:20 pm was made by Kowalkowski and seconded by Anzia. Ayes – Kowalkowski, Anzia, Sauers, Noes – none, Abstain – none. Motion carried.

Respectfully submitted,

Julie Lesar  
Village Clerk  
Approved Public Safety Meeting 1-5-2017