

City of Plymouth
Police and Fire Commission Meeting
Tuesday, April 8, 2025 @ 8:30 A.M.
Room 210
Plymouth City Hall, 128 Smith Street, Plymouth, WI 53073

Members Present: President Mark Melcher, Vice President James Flanagan, Secretary Warren Wieser, Gary Rooker, Tim Lemkuil, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, and Fire Chief Ryan Pafford.

President Mark Melcher, called the meeting to order at 8:30 A.M. in Room 210 @ City Hall, located at 128 Smith Street, Plymouth, Wisconsin.

A motion made by Warren Wieser and seconded by James Flanagan to approve the Police and Fire Commission meeting minutes of March 3, 2025. Motion carried.

Review Correspondence Received:

President Mark Melcher handed out a letter and his response to the letter. The letter, written by Brenda Gierach-Woodas, requests a formal hearing regarding an inadequate response to the April 2024 dog bite incident. This letter and Police and Fire Commission President, Mark Melcher, response explaining the authority granted to Police and Fire was discussed.

Review Citizen Complaint – Jonathan Woodward Concerns:

This was tabled until the next meeting.

Plymouth Police Department Report by Police Chief Ken Ruggles:

- 1 – Police Department new in car squad camera's implementation, scheduled for March 25th, has been delayed due a missing bracket from Motorola. The brackets have been received, and the new equipment is being installed. The new date to go live is April 15th and staff training on April 16th.
- 2 – Police Chief Ruggles reported that an out of state burglar ring have been captured in Franklin, Wisconsin, and Sheboygan County. The police chief felt the coordinated effort was well run and considered a success. They captured five illegals who have stolen significant amounts of money or goods in other states.
- 3 - Police Chief Ruggles reported Sheboygan County District Attorney's has reduced the open cases from 68 to 43 open cases. This office is making progress cleaning up the outstanding open cases.

- 4 – Police Chief Ruggles presented the Police Department Annual Report 2024 to the Common Council. He will email a copy to Police and Fire Commission members.
- 5 – Police Chief updated committee members on issue of liquor on the streets during city outdoor events. This is being tightened up through permits issued by the Common Council.
- 6 – Police Chief Ruggles reported the new Police Department garage should be erected this week.
- 7 - Deputy Police Chief, Matt Starker, reported the police department will give Rory Beebe special recognition for life saving effort at Antoino's.
- 8 – Deputy Police Chief Starker updated the commission on police department formal training. Numerous training goals have been met.

Plymouth Fire Department Report by Fire Chief Ryan Pafford:

- 1 – Fire Chief Pafford reported recent weekend rescue training was held at the fairgrounds,
- 2 – Fire Chief Pafford reported recent barn fire on Highway PP required 300,0000 gallons of water. No one was injured.
- 3 - City of Sheboygan offer to sell their recently replaced defibrillators has been withdrawn. City of Sheboygan had planned to sell the defibrillators for \$5,000.00. New ones are expected to cost \$19,000.00. Fire Chief Pafford is considering options.
- 4 – Fire Chief Pafford will present Fire Department Annual Report 2024 to Town of Plymouth on April 15th and Plymouth Common Council on April 22nd. The Fire Chief will forward the report to commission members after April 22nd Common Council meeting.
- 5 – Fire Chief Pafford reminded commission members of the Fire Department chicken dinner on April 26th.
- 6 – Fire Chief Pafford confirmed second interviews of three new fire department candidates on April 14, 2025. The interview meeting is scheduled for City Hall, Room 210 at 5:30 pm.

Review/Approval of Appendix B:

Fire Chief Pafford handed out “Appendix B” which outlines the probationary period for promotion requirements within the fire department. “Appendix B” will become part of the Plymouth Police and Fire Commission Rules and Regulations.

After discussion, a motion by James Flanagan and seconded by Warren Wieser to approve Appendix B as presented. Motion carried.

Review/Approval of Fire Department Position Job Descriptions:

Fire Chief Pafford presented “Certified Firefighter” job description dated April 8 for review and approval. After discussion and review, a motion by James Flanagan and seconded by Gary Rooker to approve the job description as presented with some minor language changes. Motion carried.

Fire Chief Pafford presented “Emergency Medical Personnel” job description dated April 8 for review and approval. After discussion and review, a motion by James Flanagan and seconded by Warren Wieser to approve the job description as presented with some minor language changes. Motion carried.

Fire Chief Pafford presented “Lieutenant” job description dated April 8 for review and approval. After discussion and review, a motion by Tim Lemkuil and seconded by Gary Rooker to approve the job description as presented. Motion carried.

Fire Chief Pafford presented “Captain” job description dated April 8 for review and approval. After discussion and review, a motion by James Flanagan and seconded by Gary Rooker to approve the job description as presented. Motion carried.

Fire Chief Pafford presented “Assistant Chief – EMS and Health & Safety” job description dated April 8 for review and approval. After discussion and review, a motion by Tim Lemkuil and seconded by Warren Wieser to approve the job description as presented with some minor language changes. Motion carried.

Fire Chief Pafford presented “Assistant Chief – Operations and Training” job description dated April 8 for review and approval. After discussion and review, a motion by James Flanagan and seconded by Warren Wieser to approve the job description as presented. Motion carried.

Review of Probationary Period – Captain Damian Hogue:

Fire department member, Captain Damian Hogue, needs to finish Officer 1 and Aerial Operator to meet his probation requirements.

Motion by Tim Lemkuil and seconded by Warren Wieser to extend the probation period by six months. Motion carried.

Entertain a Motion to go into Closed Session:

This was tabled.

No further action, motion for adjournment at 9:14 A. M. Motion by Tim Lemkuil and seconded by Warren Wieser. Motion carried.

Submitted on the eighth of April 2025.

Warren Wieser--- Secretary