



Minutes

Committee #3

Transportation, Construction, Public Safety and Traffic

Committee #3 met Wednesday, January 16, 2013 at 9:00 a.m.\* in the City Hall Council Chambers, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: Bill Hicks, CW King, Mike Hanke, Jane Lardahl, and George Adrian. Others present: Fire Chief Tom Larson, Police Chief Wendy Stelter, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, Fire Inspector John Bowe, Street & Utility Maintenance Manager Rick Ruf, Assistant City Engineer Rob Krejci, Senior Engineering Technician Todd Berg, Officer Brian Zwiefelhofer, and City Clerk Bridget Givens.

\*The meeting was called to order at 9:15 am, following the conclusion of the Committee of the Whole meeting.

**Item 1      Discuss safety concerns/measures in municipal buildings. Possible recommendations to the Council.**

Chief Stelter distributed a safety survey (attached) and asked for comments. The Chief stated that she initially was focusing on City Hall. Due to recent events and the idea of arming teachers, Hicks advised that he would like to add a question to the survey inquiring if employees would feel safer if they were armed. Hanke discussed the possibility of locking the side entrances. King stated that unless there is someone policing the main entrance, it would be a moot point. Hicks directed that the survey also be distributed to the elected officials. Chief Stelter stated that the survey would be distributed to the Department Heads with a requested return date of February 1, 2013.

King advised that should further discussions be held regarding the implementation of safety measures, it should be done in Closed Session.

No action taken.

**Item 2      Discuss Street Department response/policy for hazardous road conditions when notified by Chippewa Falls Police Department. Possible recommendations to the Council.**

Hicks wanted to open discussions to review the policy for how the Street Department handles notification of hazardous road conditions. Rubenzer advised that they rely heavily upon the observations of the Police Department and that priority streets have been defined based upon traffic patterns. Further discussion ensued regarding the reliability of city-issued cell phones and how methods of communication can be improved between the Street and Police Departments. The consensus was that the Department Heads will handle the communication improvements and the cell phone issues must be solved, even if it requires purchasing new devices.

No action taken.

**Item 3          Adjournment**

**Motion by King/Hanke to adjourn at 9:41 am. All present voting aye, motion carried.**

Minutes submitted by:  
Bill Hicks, Chair

## **SAFETY SURVEY**

**IN AN EFFORT TO KEEP CITY BUILDINGS AND EMPLOYEES SAFE THE POLICE DEPARTMENT HAS BEEN ASKED TO HELP IDENTIFY AND PROVIDE SOLUTIONS TO AREAS OF CONCERN IN CITY OWNED BUILDINGS. IN ORDER TO DO THIS, I NEED INPUT FROM EACH OF YOU TO IDENTIFY AREAS OF CONCERN AND POSSIBLE SOLUTIONS. PLEASE TAKE A MOMENT OF YOUR TIME TO FILL OUT THIS SURVEY. YOU MAY REMAIN ANONYMOUS; HOWEVER, DEPARTMENT INFORMATION WILL BE NEEDED.**

**DEPARTMENT NAME:**

**NAME (OPTIONAL):**

**DO YOU ALWAYS FEEL SAFE AT YOUR OFFICE/BUILDING?**

**DO YOU FEEL YOUR BUILDING/OFFICE IS SECURE?  
IF NOT, WHAT DO YOU FEEL WOULD HELP MAKE IT MORE SECURE? IE;  
LOCK DOORS, LIGHTING, REARRANGE OFFICE.**

**DOES YOUR OFFICE/BUILDING HAVE AN EMERGENCY PLAN FOR  
INTRUDERS/EMERGENCIES?  
DO YOU KNOW YOUR ROLE IN THE EVENT OF AN EMERGENCY?**

**ARE THERE CERTAIN TIMES THAT YOU FEEL SAFETY IS A BIGGER  
CONCERN, IE; TAX SEASON, COUNCIL MEETINGS.**

**DO YOU HAVE ANY IDEAS OF HOW TO MAKE THESE TIMES SAFER?**

**IF I HAVE MISSED ANYTHING PLEASE COMMENT HERE.**

**PLEASE GIVE THIS COMPLETED QUESTIONNAIRE TO YOUR  
DEPARTMENT HEAD BY FEBRUARY 1<sup>ST</sup>.  
THANK YOU,  
OFFICER BRIAN ZWIEFELHOFER**