

City of Plymouth
Police and Fire Commission Meeting
Tuesday, January 6, 2026 @ 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 Acting Co-Fire Chief Michael Birschbach.

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.

Consideration and approval of minutes:

A motion made by James Flanagan and seconded by Gary Rooker to approve the Police and Fire Commission meeting minutes of December 12, 2025. Motion carried.

Plymouth Police Department Report by Police Chief Ken Ruggles:

- 1 – Chief Ruggles reported on several past and upcoming special events. i.e., cheese drop 1/1/2026, Night to Shine 2/13/2026, and Chief Ruggles will be guest speaker St John Lutheran Church.
- 2 - Chief Ruggles reported changes to recently adopted City of Plymouth sex ordinance has been completed. The two appeals have been cleared.
- 3 - Chief Ruggles reported Alice training has been completed at Plymouth High School, St John Lutheran School, St John the Baptist Catholic School, and Plymouth Public library. Alice is an initiative-taking approach to emergencies at school. The remaining Plymouth Public Schools will be completed by April.
- 4 – Chief Ruggles reported Plymouth Police Department hold their first department meeting on January 18, 2026. Police officers and staff will be given a legal update covering legal changes over the last year.
- 5 – Chief Ruggles updated commission members on City of Plymouth collecting statistics and information for city referendum scheduled for later this year.
- 6 – Deputy Police Chief, Matt Starker, updated commission members on training classes scheduled for early part of this year.
- 7 – Deputy Police Chief, Matt Starker, informed the commission, that he is investigating training options that may be included in the next capital budget.

Plymouth Fire Department Report by Acting Co-Fire Chief Michael Birschbach:

- 1 – Acting Co-Chief Birschbach informed commission member that Fire Department had 319 calls during calendar year 2025.
- 2 – Acting Co-Chief Birschbach updated commission members of three possible new candidates for Plymouth Fire Department. Acting Co-Chiefs, Birschbach and Jason McCoy interviewed three candidates. Both felt two should be considered for an interview by Police and Fire Commission members. The interviews are scheduled for January 12, 2026, at 5:30 and 5:45 pm in room 210 at Plymouth City Hall.
- 3 - Acting Co-Chief Birschbach updated commission members on recent calls. Two of significance was semi / car accident on highway 23 and County Road S and calls to Nutt Ski Hill.
- 4 – Acting Co-Chief Birschbach discussed some of the Fire Department calls to the recently opened Nutt Ski Hill in Plymouth. Acting Co-Chief Birschbach pointed out that protocols need to be set up on how to manage calls when people are injured on the ski hill. A training session and protocol setup is scheduled for January 19, 2026, at the ski hill.
- 5 - Acting Co-Chief Birschbach reported weapons of mass destruction training have been completed. This meets the EMS requirements.
- 6 - Acting Co-Chief Birschbach reported that Co-Chiefs, Birschbach, and Jason McCoy have decided to move back to “points policy” defined in fire department handbook. The points policy requires a minimum attendance at fire department meetings. They will gradually move to enforcing this policy. If fire department personnel do not meet the minimum requirements, these issues will be discussed with people involved.
- 7 – Acting Co-Chief Birschbach reported Fire Engine Six motor will be rebuild at a cost of \$100,000.00. Fire Engine Six Engine is 22 years old. In addition, brakes, springs, and other needed repairs will be completed over the remainder of this year. This should add another 10 years to the life of Fire Engine Six. The rebuild is scheduled for March 6, 2026, and take about three months.
- 8 – Acting Co-Chief Birschbach and Deputy Police Chief, Matt Starker, reported emergency services contracts have been signed with the Plymouth Snow Rangers for their races and Plymouth Dirt Track races.

Review/questions City Inquiry Guide:

President Melcher emailed commission members a copy of the newly prepared City Inquiry Guide for the upcoming City of Plymouth Referendum. This referendum will present the need for additional City of Plymouth Police Department staffing.

Ryan Pafford Thank You Letter:

President Melcher passed around a letter, he prepared, thanking previous City of Plymouth Fire Chief, Ryan Pafford, for his service. The letter was signed by commission members, Police Chief Ken Ruggles, and Deputy Police Chief, Matt Starker.

Plymouth Fire Department Banquet Information:

President Melcher led discussion on commission members attendance at the annual Plymouth Fire Department Banquet scheduled for January 17, 2026, at Amore Restaurant in Plymouth.

Adjourn:

President Melcher asked for a motion to adjourn.

Motion for adjournment at 9:17 A.M. by Warren Wieser and seconded by Gary Rooker.
Motion carried.

Submitted on the sixth of January 2026.

Warren Wieser--- Secretary