



MINUTES OF THE POLICE AND FIRE COMMISSION

**FRIDAY, FEBRUARY 1, 2019, 1:00 PM
CITY HALL, ROOM 310**

A. ROLL CALL.

Present: Rod Goldhahn, Nancy Schopf, Vanya Koepke, Warren Wanezek. Excused: Marian Boyle-Rohloff.

Others Present: Fire Chief David Litton, Police Lieutenant Jody Buth, Police Officer Craig Brey, HR Assistant Adam Reidinger, HR Generalist Jennifer Smits and others.

B. APPROVAL OF THE AGENDA.

Moved by Commissioner Nancy Schopf, seconded by Commissioner Warren Wanezek to approve the agenda. Motion carried.

Yes- Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of the minutes from the regular meeting held December 13, 2018 and the minutes from the special meeting held December 17, 2018.

Moved by Commissioner Warren Wanezek, seconded by Commissioner Nancy Schopf to approve. Motion carried.

Yes- Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

D. INFORMATIONAL.

I. President's Report.

Commissioner Goldhahn reported that the LePine hearing has been rescheduled to April 3-5, 2019.

2. Report from the Chiefs.

Fire Chief David Litton reported on the Fire Department's events and activities. Police Chief Andrew Smith was not available to attend the meeting.

E. REGULAR BUSINESS.

1. Consideration with possible action on the following communications:

a. Budget Status Report.

Moved by Vanya Koepke, seconded by Commissioner Nancy Schopf to receive and place on file the budget status report and the budget spreadsheet. Motion carried.

Yes- Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

b. Budget Spreadsheet.

2. Consideration with possible action on request to approve the monthly bills.

Moved by Commissioner Nancy Schopf, seconded by Commissioner Warren Wanezek to approve the monthly bills. Motion carried.

Yes- Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

3. Consideration with possible action on the review of Firefighter candidate background(s). The Commission may convene in closed session pursuant to Sections 19.85(1) (c) and (f), Wisconsin Statutes, to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. The Commission may thereafter reconvene in open session pursuant to Section 19.85(2), Wisconsin Statutes, to report the results of the closed session and consider the balance of the agenda.

Moved by Commissioner Warren Wanezek, seconded by Commissioner Nancy Schopf to go into closed session for items #3, #4 and #5. Motion carried.

Yes- Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

Moved by Commissioner Nancy Schopf, seconded by Commissioner Warren Wanezek to return to

open session. Motion carried.

Yes- Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

Out of closed session, Commissioner Goldhahn reported that the Commission reviewed 7 Fire Fighter background investigations. One candidate requested removal from the list and 6 candidates will continue in the process. Moved by Commissioner Warren Wanezek, seconded by Commissioner Nancy Schopf to approve the action. Motion carried.

Yes- Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

Commissioner Goldhahn also reported that the Commission reviewed 9 Patrol Officer background investigations. Two candidates requested removal from the list, 4 candidates were removed by the Commission, and 3 candidates were interviewed and will continue in the process. Moved by Commissioner Nancy Schopf, seconded by Commissioner Vanya Koepke to approve the action. Motion carried.

Yes- Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

4. Consideration with possible action on the review of Patrol Officer candidate background(s). The Commission may convene in closed session pursuant to Sections 19.85(1) (c) and (f), Wisconsin Statutes, to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. The Commission may thereafter reconvene in open session pursuant to Section 19.85(2), Wisconsin Statutes, to report the results of the closed session and consider the balance of the agenda.

5. Interviews with Patrol Officer candidate(s). Please take notice that pursuant to §19.85 (1) (c) and (f) Wisconsin Statutes, the Commission may convene in closed session for the purpose of interviewing, evaluating and considering employment of Patrol Officer candidates.

6. Set date of next meeting.

The next regularly scheduled meeting of the Police and Fire Commission is scheduled for March 7, 2019; however, this date will likely change due to Patrol Officer background investigations and interviews.

F. PUBLIC HEARINGS.

G. ADJOURNMENT.

Moved by Vanya Koepke, seconded by Commissioner Warren Wanezek to adjourn. Motion carried.

Yes- Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

VERBATIM MINUTES

- Okay, I'd like to call the February 1st regular meeting of the Police and Fire Commission to order. Let's start with the roll call. Commissioner Wanezek.

- Here.

- Commissioner Schopf.

- Here.

- Commissioner Koepke.

- Present.

- And Commissioner Goldhahn is here. Commissioner Rohloff is excused today. First we'll need the approval of the agenda. You all should've received the agenda in the mail. We're okay to motion to approve.

- Second.

- Seconded by Commissioner Schopf.

- Second.

- Seconded by Commissioner Wanezek. Any further discussion? Carrying on, all in favor?

- Aye.

- Opposed? And then we have approval of minutes. We have two sets of minutes in the package of regular meeting of December 13th, and then the special meeting to review firefighter candidates on December 17th. So I'll entertain a motion to read both of those.

- So moved.

- Made by Commissioner Wanezek.

- Second.

- Seconded by Commissioner Schopf. Any further discussion? Hearing none, all those in favor of approving both sets of minutes say aye.

- Aye.

- Opposed? Informational section, president's report, we have confirmed that those dates in April, April 3rd through 5th, will be the dates of the Le Pine hearing.

- Will it be all day sessions, or we don't know yet?

- They'll be all day sessions, yes. That date, Commissioner, excuse me, Attorney Guyla can start early, so we'll probably start at eight each day. If there's a lot of video involved in it like before, we will probably bring in sandwiches for lunch in order to make best use of folks' time. So the final witness and exhibit lists are due the February 22nd, and any motions of the lead attorney are expecting to file motions, those are due on the 22nd as well. And again our hearing will be on the third through the fifth. So once the scheduling order is complete, you'll get a copy of that, and then more details about location and things of that nature. With that, I'll turn it over to the chiefs. Chief Litton, want to start us out?

- I don't have a ton, other than what we've got coming up here on the list. Other than to say that our current probationary employees are nearing their final stretch here. Absolutely no reason to think that they will not complete the probation and so probably be reporting back out to you at next month's meeting. They're doing, by all accounts, great. No issues whatsoever with any of them, so looking forward to getting them on regular status. Another recruit class, as I said, will be coming up here shortly. They'll be starting, pending everything being approved, on March 4th. That'll be their initial day, it's a Monday. Eight o'clock at station one. Commission's all welcome to be there and we'll start their day. We always have a little kick-off session welcoming them. Chairman Goldhahn's always come and imparted on them words and we do the same, and they get off and running on recruit academy. Their academy will last eight weeks this year, based on the experience mix of them. We're looking forward to getting that started.

- Did you say that's eight o'clock?

- Eight o'clock in the morning, yes. Station one.

- On March--

- March 4th, that's a Monday.

- I'll be out of town that day.

- I'll send a reminder to everyone.

- Like I said, the weather predicts my--

- Other than that, like everybody else, everybody's just trying to stay warm. Keep the vehicles in service.

- Did you have to go Crivitz for that assignment?

- We did not.

- How did the holiday wreath and house fires and things occur? How did we fare this year versus others?

- We had upwards of five fires over the holidays.

- Oh, that's lower than usual isn't it?

- A little less than normal, we didn't have one on Thanksgiving this year, we did not have one on Christmas, so--

- No turkeys?

- One is too many, but five is less than what we normally have.

- Sure.

- And no injuries from any of those, minor damage here and there. Typical, everyday routine for us, kinda thing.

- Alright, any more questions for the chief? Okay, we're good. About the police, or, we'll hear your report okay, and we'll do the interviews later on. And again, Chief Smith is not here because of a press conference that's going on at the same time. Alright. Regular business, consideration of possible action on the following communications: the budget status report and the budget spreadsheet. You'll recall that we received additional money because of the amount we were spending on recruiting and hiring. So with the new money, we're underspent for the year. And all of the current charges are for physicals, psych evaluations, drug screenings of the candidates. Any questions on those?

- We running the town meeting?

- Yes.

- So do we know this year, will we, we typically got that, what was it, \$24,000 each year, and usually, because of all the hiring we've had to do, we've overspent that. So do you know if we're going to be granted a higher rate this year?

- I don't believe so, I think we'll need to request additional if needed.

- Alright. If there are no more questions, I'll entertain a motion to receive those and place on file. Moved by Commissioner Koepke, is there a second?

- Second.

- Seconded by Commissioner Schopf, any further discussion? Hearing none, all those in favor to receive those two reports and place on file say aye.

- Aye.

- All opposed, no? Motion carried. Next, consideration of possible action on request to approve monthly bills, and again, the bills are related to drug screens, physicals, and psych evaluations.

- Just as a point of clarification, Rod, the percentages on there, what is that again, a fiscal year? Because they had a percentage on those expenses of 90-some percent. Is that percent of spending?

- Yeah, on the first one, yeah. That shows the amount of spending to budget we've done, we're to date.

- So we're right on, or we're way over or--

- Well, our original budget, if you see in there, our original budget was \$24,000, or \$24,500. And when we got close to hitting that, we knew we were gonna go over, 'cause we continued to have more hiring, then we were given additional dollars, so the new budget, revised budget, was up to \$39,214. So the 91% is against the new, increased amount.

- Okay, thank you.

- Yeah, we start back on the \$24,500.

- Okay.

- Welcome. Alright. Is there a motion to authorize payment of the bills?

- So moved.

- Made by Commissioner Schopf.

- Second.

- Seconded by Commissioner Wanezek, any further discussion? Hearing none, all those in favor?

- Aye.

- Opposed? We pay the bills. Alright, the next three items are closed session items, so I'm going to have one closed session vote, but understand that vote is to go under closed session to review backgrounds of the firefighter candidates and make determinations on continuing in the hiring process. The second item is to review backgrounds of patrol officer candidates, and the third item is to actually do some interviews with patrol officer candidates. So is there a motion to go into closed session for those three items?

- So moved.

- Moved by Commissioner Wanezek.

- Second.

- Second by Commissioner Schopf. All those in favor?

- Aye.

- Opposed? Alright, we are in closed session. Alright, we're still in closed session, I'll entertain a motion to go back into open session.

- So moved.

- Moved by Commissioner Schopf.

- Second.

- Seconded by Commissioner Wanezek. All those in favor?

- Aye.

- Opposed? Alright, we are back in open session. While in closed session we conducted three separate closed session agenda items. The first was to review backgrounds of firefighter candidates. We had one candidate withdraw. We've reviewed the backgrounds of six other candidates and continued them in the hiring process. Next item was to review backgrounds on patrol officer candidates. We had four backgrounds that we reviewed. In addition, excuse me, we had seven backgrounds reviewed. Plus we had two candidates who requested voluntary removal. Of the other seven, four of those, we chose to not continue in the process, three of those, we continued within the process. And the third item was interviews with patrol officer candidates. We interviewed three candidates and the outcome of those interviews will be put into our system. So, we'll entertain three motions, the first one will be with firefighter candidates, and again that is that we accepted one voluntary withdrawal, and reviewed the backgrounds of six others and continued them in the process. The motion to accept that is the business for that item.

- So moved.

- Moved by Commissioner Wanezek.

- Second.

- Seconded by Commissioner Schopf, further discussion? Hearing none, all those in favor?

- Aye.

- Opposed? Alright, that was item number three. Item number four, that was the review of backgrounds, and again we reviewed nine different candidates. Two, we accepted requests to voluntarily remove them from the system, four, we determined to not continue in the system, three, we moved them to interviews. Is there a motion to accept that as actual business?

- So moved.

- Moved by Commissioner Schopf.

- Second.
- Seconded by Commissioner Koepke, any further discussion? Hearing none, all in favor?
- Aye.
- Opposed? Alright, and finally we interviewed for item five three candidates and the results of those interviews will be tabulated and continued in our system. Is there a motion to accept that?
- So moved.
- Moved by Commissioner Wanezek.
- Second.
- Is there a second? Seconded by Commissioner Schopf, any further discussion? All those in favor?
- Aye.
- Opposed? Alright, that completes items three, four, and five. Item six is set the date of the next meeting. Our normal date would be March 7th, so let's go ahead and hold that in place, but there's a good chance that we will change that based upon any additional need to interview or review backgrounds. There are no public hearings scheduled, so is there a motion to adjourn?
- So moved.
- Moved by Commissioner Koepke, is there a second?
- Second.
- Seconded by Commissioner Wanezek. All those in favor?
- Aye.
- Opposed? We are adjourned.
- Thank you folks.