CITY OF BARABOO
POLICE AND FIRE COMMISSION
MEETING MINUTES

MINUTES FOR: Regular Meeting on November 16, 2015

The Baraboo Police & Fire Commission (PFC) met on this date and time at the Municipal Building, Police Chief's office. The meeting was opened at 3:30pm by President Bach. A notice of this meeting was posted on November 12, 2015.

Roll call found Commissioners Bach, Kluge, Alt, Kujak and Madalon were in attendance. Others present during the meeting were Police Chief Mark Schauf and Fire Chief Kevin Stieve.

Compliance with the open meeting law was noted by Commissioner Bach.

Bach made a request to have the (Amended) Agenda approved - Kluge made a motion to approve the Agenda, Kujak offered a second. Motion carried 5-0.

Bach made a request to have the PFC Minutes of October 19, 2015; Alt made a motion to approve the Minutes, Kujak offered a second. Motion carried 5-0.

There was no one present to speak under 'Public Comments'.

Chief Schauf presented discussion as to the Police Sergeant Promotional process. He noted that the Department had received a total of seven applications prior to the closing period. Two of the seven were not eligible for consideration, therefore five are moving forward for State Testing. It is anticipated that the written testing will occur on December 3rd, 2015. Discussion was held as to possible PFC Interview dates, where December 16th (9am) was selected, with December 18 selected as a snow date if needed. All five Commissioners are encouraged to attend.

Chief Stieve presented discussion as to the Assistant Fire Chief Selection Process. He indicated that the application process is yet open, until December 2nd. He would like to schedule a possible PFC Interview date of December 16th (6pm). It was determined that the PFC will provide three (3) PFC Commissioners to a panel mixed with Fire Professionals outside of the Baraboo Fire Department. All five Commissioners are encouraged to attend, however only 3 will be formally on the panel.

The Police Department and Fire Department reports for October and November 2015 were presented by the respective Chiefs.

Under 'COMMUNICATIONS' the PFC received a sealed envelope addressed to the PFC, arriving thru normal mail at City Hall. The enclosed 1-page letter was unsigned and did not identify the sender. The issues addressed in the letter did not pertain to PFC functions, as such was not acted on.

Bach announced that the Commission will meet in Closed Session as per Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility as per Wis. Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or to conduct other specific public business, whenever competitive or bargaining reasons require a Closed Session. The purpose of the closed session is to review Police Sergeant Applications. Alt made a motion

to move to Closed Session, Madalon offered a second. Motion carried 5-0.

Bach announced that the Commission will reconvene in Open Status as per Wis. Stats. 19.85(2) to address any business that may be the result of discussion conducted in Closed Session. Alt made a motion to move to Open Session, Kujak offered a second. Motion carried 5-0.

Based on the PFC business being scheduled for December, it was decided that the PFC would conduct it's Regular Monthly Meeting on Monday, December 21st, 2015 at 3:30pm.

Madalon made a motion to adjourn the meeting, Alt offered a second. Motion carried 5-0.

Respectfully submitted,

Dennis Kluge, Secretary
Cc: City Clerk

Approved by PFC on December 21, 2015