

**CITY OF BARABOO  
POLICE AND FIRE COMMISSION  
MEETING MINUTES**

**MINUTES FOR: Regular Meeting on February 15, 2016**

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 Secretary Kluge. A notice of this meeting was posted on February 9, 2016.

Roll call found Commissioners Kluge, Alt and Kujak were in attendance. Commissioner Bach was excused, and Commissioner Alt was on sick call. 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 Kluge.

Kluge made a request to have the Agenda approved.

- Alt made a motion to approve the Agenda, Kujak offered a second. Motion carried 3-0.

Kluge made a request to have the PFC Minutes of January 18, 2016 be approved.

- Kujak made a motion to approve the Minutes, Alt offered a second. Motion carried 3-0.

There were no Public Comments received at the meeting.

The Police Chief provided an oral update on the current Police Officer hiring process. He noted that the one remaining vacancy is scheduled to be filled as an additional School Resource Officer (SRO). This is due to the high demand on the current one SRO in the Department. When this happens it will be a promotional process for the PFC. They currently have several Officers interested in the position. Backgrounds are ongoing with the remaining names on the Police Officer eligibility list. It is anticipated that this hiring process will end the usefulness of the current list.

The Police Department and Fire Department reports for December 2015, January and February 2016 were presented by the respective Chiefs.

The Police Chief, in his monthly report, discussed the Common Council's request for him to track on the Monthly Report the number of Mental Health Commitments (Chapter 51 cases) and the expense of the same. He also discussed the recent traffic fatality at the Hwy 33-East limits; a Heroin related death in the City; and an update on the new '12-hour Shifts' that the Patrol Division is testing.

The Fire Chief, in his monthly report, discussed the Department's response time (arrival of first working unit to the scene). He noted that it is very difficult for them to maintain the desired arrival time due to the volunteer status of the Department, and the growing jurisdiction they cover. More monitoring of this will be maintained with a future report to come.

In communications there were no written communications received. The Police Chief orally updated the PFC on his Department's role in the Lake Delton-Dells Kops for Kids program in early December. It was a great success and one that members of Baraboo PD are working to develop locally. The Fire Chief reported that he has received a letter from the Dick & Terry Wolkowski family, regarding their New Years Day fire. The letter is very complimentary to the Department and it's past & present members. A copy of

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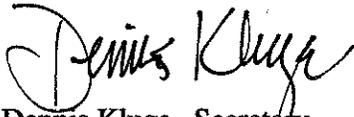
the letter will be provided at a later date.

In New Business, the Police Chief provided an oral update on the Department's Officer recruitment practice. Further that with the fact that the current eligibility list is nearly expired, he would like the PFC's approval to begin a new Police Officer Examination process. He noted that of the 3-4 left on the old list, very likely one will be taken for the current vacancy. If there are any then left, they will receive background investigations - but he is concerned if they are viable candidates, why have they not been hired elsewhere after all these months. With that he made a formal request of the PFC to approve his new search.

- Alt made a motion to approve the Chief's request, Kujak offered a second. Motion carried 3-0.

Alt made a motion to adjourn the meeting, Kujak offered a second. Motion carried 3-0.

Respectfully submitted,



Dennis Kluge, Secretary  
Cc: City Clerk

Approved by PFC on March 21, 2016