

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

MINUTES FOR: Regular Meeting on February 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 Secretary Kluge. A notice of this meeting was posted on February 9, 2015.

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

Compliance with the open meeting law was noted by Kluge.

Madalon made a motion to approve the Agenda as posted, Alt offered a second. Motion carried 4-0.

Alt made a motion to approve the PFC Minutes of January 19, 2015; Kujak offered a second. Motion carried 4-0.

Kluge led the Commission in a discussion of the PFC's policies on Police Officer Selection and Police Supervisor Selection. A point of clarification was made that we would table this 'Policy Review' until Commissioner Bach is present to answer related questions.

Chief Schauf offered that in follow-up to a previous request on the 'Policy Review', he has spoken with the vendor providing Psychological Exams for new hires. That vendor has indicated that they can do Promotional Exams in three different formats. Those formats would be (A) a 'Leadership Skills Examination', (B) a Standard Psychological Examination, and (C) a combination of A & B examination. This will be further discussed at a future meeting during the Policy Review.

Chief Schauf indicated that Sgt. Lee was present to add discussion to the PFC's 'Policy Review'. Sgt. Lee was provided an opportunity to speak to the issue. It was found that his comments did not directly pertain to the 'policy review' but appeared to be more of a complaint on a previous Promotional Process. As this matter was not on the agenda, it was deferred to the PFC's regular meeting on March 16th. This was in agreement with all parties, and Sgt. Lee then excused himself from the meeting.

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

Chief Schauf reported that his Department is currently short 4 Police Officers, and that he has background checks ongoing to fill these vacancies. He is in hopes of having completed backgrounds and names available for the PFC's March meeting.

Chief Stieve presented a letter / memorandum from Firefighter Garrett Scott, where the Firefighter has turned in a notice of resignation. The Fire Chief indicated that he is working to fill this new vacancy.

Chief Stieve presented a letter from the Wisconsin Department of Safety & Professional Services pertaining to a recent audit of the Fire Department. The letter and following discussion reflected a very

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good rating of the Fire Department's compliance records.

Chief Stieve presented a letter requesting the PFC approval of his appointment of Lieutenant Tim Luger to the position of Captain of the Aerial Company. After a brief discussion, Commissioner Alt made a motion to approve the Appointment; Kujak offered a second; Motion passed 4-0.

Kluge 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 discuss a Police Department's employee termination, and a Fire Department employee resignation. Madalon made a motion to move to Closed Session, Kujak offered a second. Motion carried 4-0.

Kluge 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. Madalon made a motion to move to Open Session, Alt offered a second. Motion carried 4-0.

Madalon made a motion to adjourn the meeting, Alt offered a second. Motion carried 4-0.

Respectfully submitted,



Dennis Kluge, Secretary
Cc: City Clerk

Approved by PFC on March 16, 2015