

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

MINUTES FOR: Regular Meeting on April 18, 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 PFC President Bach. A notice of this meeting was posted on April 12, 2016.

Roll call found Commissioners Bach, Kluge, Alt and Kujak were in attendance. Madalon was absent initially. Others present during the meeting were City Attorney Alene Bolin, 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 Agenda approved.

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

Bach made a request to have the PFC Minutes of March 21 & 23, 2016 be approved.

- Kujak made a motion to approve the Minutes, Kluge offered a second. Motion carried 4-0.

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 there is only one (1) name on the current Candidate list, and they are conducting the background on that person. As for a new Candidate list, he has 30-31 applicants to send for State testing. Based on the results of that process, he is hoping to be able to set the Interview dates at the May meeting.

The Fire Chief provided an oral update on the Fire Lieutenant promotional process. He noted that he received six Fire Fighter letters of interest. After a review of those, he found four candidates qualified to continue in the process. The Fire Department's Officers conducted their interviews. Also he personally interviewed each candidate, and as a result he has appointed two to the position of Fire Lieutenant. The Fire Chief continued this item under 'New Business' and did present the PFC with a letter requesting the PFC approval of his appointments of Fire Fighter Tyler Greenwood and Fire Fighter Mark Steward to the position of Fire Lieutenant, effective April 18, 2016. Kujak made a motion to approve the Fire Chief's appointments, Alt offered a second. Motion carried 5-0.

The Police Department and Fire Department reports for March and April 2016 were presented by the respective Chiefs.

Commissioner Madalon arrived at this point.

The Police Chief discussed his desire to create an additional (2nd) School Resource Officer (SRO) in the Department. With the move to 12-hour shifts, there is a Patrol slot open that could cover this creation. He estimates that the position will be a promotion, with the winning candidate receiving a 50 cent (per hour) increase. Due to the number of calls within the school system, there is a long time need for this position. He is aware that this could be an additional Officer on the street (Patrol), he feels it better served as a position that could deal with youth related matters exclusively as an SRO. He is seeking the 'support'

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for his creating this new position and working it through the City Administration. This was not something that needed a formal vote, as it (if approved) will come back later for testing & promotional process. The PFC orally stated that his continued creation of the SRO position has the PFC support.

The Police Chief reminded the PFC of the following events coming up, and wished to invite the PFC members to the same.

- May 8th - Respect for Law Ceremony, to be held at the Law Enforcement Memorial at 8:30am.
- May 10th - A swearing in of 3 new Officers will take place at the Baraboo Common Council at 7:00pm. Refreshments will be served after the event.
- May 11th - Honoring of Baraboo Police Officers will take place at the annual picnic, this year happening on May 11th - beginning at 5pm at Oschner Park Shelter.

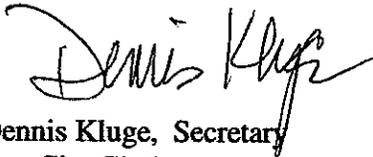
The Police Chief also updated the PFC on the progress of the 'Community Heroes' program, being run by local Officers. This program was well received by the PFC.

The Fire Chief presented his monthly report, noting that it is about normal for this time of year.

In communications the only item was a letter from the Fire Chief pertaining to the appointment of two Fire Lieutenants - covered prior in this report.

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 May 16, 2016