

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

**MINUTES FOR: Regular Meeting on August 17, 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 August 11, 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 Bach.

Bach made a request to have the Agenda approved, at which time Kluge offered an Amendment on behalf of the Fire Department. Chief Stieve had brought forward a letter seeking the PFC's approval for the Department's Fire Fighter Eligibility list, and was asking that it be approved at this meeting. After a brief discussion, none of the Commissioners had issue with the Amendment.

- Kujak made a motion to approve the PFC Agenda with Amendment as noted; Alt offered a second. Motion carried 5-0.

Madalon made a motion to approve the PFC Minutes of July 20, 2015; Alt offered a second. Motion carried 5-0.

Commissioner Bach discussed revised drafts of PFC Policies on Police Officer and Supervisor Selection Processes. This final draft received little discussion. This draft version will now go to the City Attorney for review. More to follow at the September meeting.

The Police Department and Fire Department reports for July and August 2015 were presented by the respective Chiefs.

Chief Schauf reported that due to Departmental staff shortages he is at the point of expending his allotted \$58,000 budgeted for Overtime during the year. With recent new hires he is hoping that these employees will partially offset some of the future Overtime needs. He also briefly discussed the Council actions on the building of a new Public Safety Building, with a hopeful ground breaking in 2016.

Chief Schauf also presented four letters / cards from community businesses / persons showing their appreciation in Police Department efforts.

Chief Stieve presented an employee Exit Survey from David Wiedmeyer, where he noted his departure was due to moving out of the area.

Chief Schauf then discussed with the PFC his desire to begin the search for a 4<sup>th</sup> Patrol Sergeant. This is currently only vacant position in the Department, and with the potential of 12 hour Shifts in the near

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**Paid-Per-Call Fire Fighter.** The names on the list are: Clayton Hinz, Richard Hochleitner, Bradford Shirley, Jake Thompson and Michael Weinke. The prior Eligibility List has been exhausted with all prior listed candidates being hired.

- Madalon made a motion to approve the new Eligibility List, Kujak offered a second. Motion carried 5-0.

Chief Stieve submitted a letter requesting the PFC's approval of his appointment of Fire Fighter Denise Schreiner to permanent status, ending her Probationary Status effective August 26<sup>th</sup>, 2015.

- Alt made a motion to approve the Chief's request, Madalon offered a second. Motion carried 5-0.

Chief Stieve submitted a letter requesting the PFC's approval of his appointment of five candidates to Probationary Fire Fighters. Those candidates are: Clayton Hinz, Richard Hochleitner, Bradford Shirley, Jake Thompson and Michael Weinke.

- Alt made a motion to approve the Chief's request, Madalon offered a second. Motion carried 5-0.

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

Respectfully submitted,



Dennis Kluge, Secretary  
Cc: City Clerk

Approved by PFC on September 21, 2015