

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

**MINUTES FOR: Regular Meeting on January 20, 2020**

The Baraboo Police & Fire Commission (PFC) met on this date at the Municipal Building, 101 South Boulevard (Council Committee Room #205), Baraboo. The meeting was opened at 3:30pm by PFC President Kujak. A notice of this meeting was posted on January 15, 2020.

Roll call found Commissioners Getschmann, Kelly, Kluge, Kujak and Madalon were in attendance. Others present during the meeting were Police Chief Mark Schauf, Police Lt Ryan Labroschian, Fire Chief Kevin Stieve and City Administrator Kennie Downing.

Compliance with the open meeting law was noted by Kujak.

Kujak made a request to have the Agenda approved: Getschmann made a Motion to approve the Agenda; Kelly offered a second. Motion carried 5-0.

Kujak made a request to have the Minutes of November 18, 2019 be approved. Kelly made a Motion to approve the Minutes; Getschmann offered a second and the Motion carried 5-0.

There were no citizens present to speak under 'Public Comments', however City Admin. Downing did provide an introduction as to her background, and how she looks forward to working with the PFC.

Under OLD BUSINESS, there was nothing to be discussed or acted on.

Under NEW BUSINESS, the Police Chief and Fire Chief presented their Monthly Reports for review.

There were no new Communications received.

The Fire Chief presented a letter, seeking the PFC's approval, of his moving Fire Fighter Megan Krautkramer from probationary status to permanent status, effective November 1, 2019.

- Madalon made a Motion to approve; Kelly offered a second and the Motion carried 5-0.

The Fire Chief presented a letter, seeking the PFC's approval, of his hiring a Baraboo Fire Fighter (Paige Lindquist) from the current Baraboo Fire Fighter eligibility list.

- Getschmann made a Motion to approve; Kelly offered a second and the Motion carried 5-0.

The Fire Chief presented a letter requesting to decertify the current Baraboo Fire Fighter candidate eligibility list, and certify a new Baraboo Fire Fighter candidate eligibility list (containing candidate names: Mike Ott, Ben Woodbury and Hayden Mulroney).

- Kluge made a Motion to approve; Getschmann offered a second and the Motion carried 5-0.

The Police Chief discussed his plan to change the Police Officer Candidate testing and interview process, that will reduce the timeline from start to hiring. He proposed doing the testing and interview in a one day process - on a Saturday. His thoughts were well received by the PFC, and arrangements were made to have the first Test / Interview day to happen on Saturday, February 8<sup>th</sup> on potentially 22 candidates.

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- Kelly made a Motion to approve the Chief's request; Getschmann offered a second and the Motion carried 5-0.

The Police Chief provided an update on the Department's staffing levels, with consideration of current and potential vacancies and how he would like to fill them timely. He noted that the Department is currently looking at 3 vacancies caused by Officers leaving. He has one Officer yet in the Field Training program, and is doing well.

Kujak made a request for an adjournment:

- Madalon made a Motion for adjournment; Kelly offered a second and the Motion carried 5-0.

It was scheduled that the City Attorney would provide a brief class on "Government Meeting Processes" but she was not available, so that matter will be rescheduled to February 17, 2020.

Respectfully submitted,



Dennis Kluge, Secretary  
Cc: City Clerk

Approved by PFC on February 18, 2020