

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

MINUTES FOR: Regular Meeting on February 18, 2019

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 February 11, 2019.

Roll call found Commissioners Alt, Getschmann, Kluge, 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 Kujak.

Kujak made a request to have the Agenda approved.

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

Kujak made a request to have the Minutes of January 21, 31 and February 8, 2019 approved.

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

There were no citizens present to speak under 'Public Comments'.

Under OLD BUSINESS, the Police Chief provided an update on the Police Officer hiring process, stating that the current eligibility list is getting very low for certified candidates. That he is in the process of beginning a new search for eligible candidates to test & interview.

The Fire Chief provided the PFC with an update regarding the search for an Ass't Fire Chief / Training Officer. He noted that his Officers will be conducting testing and interviewing of the two (2) remaining candidates on Wednesday, February 20th. Further that the PFC is welcome to attend as observers, to get an idea what they are doing. The PFC members were reminded that this is strictly for a role as observers only. That no formal action will take place at this 'Special Meeting' of the PFC. Further that it is understood that a meeting notice is filed, so that if a quorum (of 3 PFC members) occurs, it will be covered. However is only two, or one PFC member attends (as observers) the event can happen, and will be covered in our meeting posting.

The Fire Chief remarked that they originally had 6 candidates for interviewing & testing, which all participated. That cut the candidates to three (3), which were noticed for the Feb 20th exercise. One of the three has given notice that they are withdrawing, that leaves a pool of two (2) candidates to complete the full process.

Under NEW BUSINESS, the Police Chief did not have a Monthly Report to provide. However he did present a 2019 Department "Goals Statement" and explain how he is trying to implement it. He is confident in seeing some Departmental improvements in the Goal setting. The Police Chief also discussed the 'Goal' of Baraboo creating a Municipal Court system hopefully in 2019.

The Fire Chief presented his Department's Monthly Reports and discussed them with the Commissioners.

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Under 'Communications' the PFC Secretary reported there was no communication this month.

The Fire Chief gave a verbal as well as exit report as to the resignation of Fire Fighters Logan Rabata and Madeline Mayer. Both Fire Fighters left the Department on good terms and for personal reasons.

The Fire Chief presented a letter requesting the PFC's approval of his moving two Fire Fighters (Cody Carlson and Margaret Fichter) from Probationary status to Regular - Active status. The Fire Chief read the letter to the PFC, for brief discussion.

- Getschmann offered a motion to approve the Chief's request, with Alt offering a second. A vote was held and the motion passed (5-0).

Kujak then announced that the Commission would 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 and as per 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 the potential hiring of a Police Officer, and a personnel matter within the Police Department.

- Motion to go to Closed Session by Madalon, 2nd by Getschmann; motion passed 5-0.

Kujak then announced that the Commission would reconvene in Open Session as per Wis. Stats. 19.85(2) to address any business that may be the result of discussion conducted in Closed Session.

- Motion to return to Open Session by Getschmann; 2nd by Madalon; motion passed 5-0.

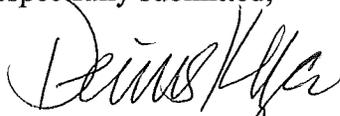
The Police Chief then presented a letter requesting the PFC's approval of his hiring Scott Smith to the position of Police Officer. This appointment will include a twelve month probationary period beginning on the effective date of hire. Further, Mr. Smith has participated in a series of tests, interviews and background checks as part of the ongoing selection process. His hiring will occur only after successful completion of a medical evaluation, psychological examination, and will be presented for approval by the City Administrator.

- Madalon made a motion to approve the Chief's appointment; Alt offered a second. Motion passed 5-0.

Kujak requested a motion of adjournment:

- Madalon made a motion to adjourn the meeting; Getschmann offered a second. Motion passed 5-0.

Respectfully submitted,



Dennis Kluge, Secretary
Cc: City Clerk

Approved by PFC on March 18, 2019