

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

**MINUTES FOR: Regular Meeting on July 15, 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 July 9, 2019.

Roll call found Commissioners 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.

- Getschmann made a Motion to approve the Agenda; Kluge offered a second and the Motion carried 4-0.

Kujak made a request to have the Minutes of June 17, 2019 be approved.

- Madalon made a Motion to approve the Minutes; Getschmann offered a second and the Motion carried 4-0.

There were no citizens present to speak under 'Public Comments'. However the Mayor had stopped in prior to the meeting and left a verbal message for the Commission - stating that there had been one (1) name coming forward to seek the vacant PFC seat. That he will be interviewing that person soon, and should have he/she in office by our August meeting.

Under OLD BUSINESS, the Police Chief provided an update on the Police Officer hiring process. He noted Officer Wepking is clear of training and is working on the night shift. The other two recent new-hires (Ofc. Carroll and Ofc Smith) are both yet in field training and doing well. The Chief added that the Department has suffered a resignation as one of the Officers (Vrchota) has left to accept a new position at a different Department. The Chief plans to wait awhile before back-filling that vacancy, allowing the FTOs to get the other people through training. Regarding the Detective vacancy - the written examination will occur on July 23<sup>rd</sup>. He would like to schedule the PFC Interviews of those candidates at this time, and offered the week of August 5-9 as possible dates. The PFC discussed the pros & cons of those dates and selected Thursday, August 8<sup>th</sup> (1:00pm) as the date.

The Fire Chief provided an update on the recent hiring of a City Building Inspector, identifying that Fire Fighter Megan Krautkramer has been appointed to that position, and will be starting her new duties in mid-August.

Under NEW BUSINESS, The Police Chief noted that his Department is yet missing proper software to provide an accurate Monthly Report - he anticipates that will be corrected soon. He added that the Department has been very busy with the Sauk County Fair and is now prepping for the upcoming Circus Parade. The Department has also hired CSO John Statz to fill the vacant CSO position created with the retirement of Gordy Ringlestetter. He also noted that the SRO training of newly appointed SRO Amanda Sabol is coming along as planned.

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The Fire Chief presented his Monthly Report; adding that Ass't. Fire Chief Willer is doing well in his new position. The Chief also remarked on the current RFP process as they do a review/search for Department space needs. He added that the current City process is suggesting that process could be concluded as early as May 2021.

Under COMMUNICATIONS - The Fire Chief provided an Exit Interview from a Fire Fighter (Schrofer) as he departed for family & personal needs.

Kujak made a request for an adjournment:

- Madalon made a Motion for adjournment; Getschmann offered a second and the Motion carried 4-0.

Respectfully submitted,



Dennis Kluge, Secretary  
Cc: City Clerk

Approved by PFC on August 19, 2019