

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

**MINUTES FOR: Regular Meeting on July 16, 2018**

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 12, 2018.

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

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

Kujak made a request to have the Minutes of June 18, 2018 approved.

- Alt 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'.

Under OLD BUSINESS, the Police Chief gave a verbal update on the ongoing Police Officer selection process. He noted that he wishes to bring forward two candidates for hiring, which if approved will leave him with one Patrol Officer vacancy. He noted that there is a strong interest in filling the vacant Detective Sergeant position, which he is considering.

Under NEW BUSINESS, the Police Chief advised the PFC that the PD has been challenged to compete in the Law Enforcement 'Lipsink Challenge'. Further that the Department is looking into competing in the upcoming weeks. He advised that he is less than happy with the results (work product) of the PD's monthly report. That he is not having much luck with the vendor in addressing his needs. He reported that the impact of the Fair on Police needs was not as bad as prior years, and he felt good with the event. He concluded that the Department is now gearing up for the upcoming Circus Parade on July 21<sup>st</sup>.

The Fire Chief noted that his reports stand as presented and there is little change this month. Both he and the Police Chief commented on the recent change at Devils Lake, where the Police Enforcement on their lands needs to be by a State Warden, rather than the State Park personnel. This causes both Departments to respond more to the Lake when Deputies or Wardens are not nearby. They will be watching these response needs and reporting back in the future. He noted that some of the BFD Members attended the funeral for the Sun Prairie Fire Fighter recently.

In COMMUNICATIONS, there was no communications received.

The Fire Chief presented BFD Policy #1000 'Recruitment and Selection', and requests the PFC's approval of that document as presented. There was ample discussion on the Policy and then Kujak requested a Motion from any Commissioner to approve the document.

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

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Kujak announced that the Commission will 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. The purpose of the closed session is to discuss personnel matters within the Police Department; and to discuss personnel matters within the Fire Department.

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

Kujak announced that the Commission will 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: Moved by: Getschmann, 2nd by: Alt, motion carried 5-0.

The Police Chief presented two letters requesting the PFC's approval of his selection of (#1) Brendon Meyer and (#2) Tyler Erhardt for Police Officer hiring. The official dates of hire will happen only after successful completion of a medical evaluation, psychological examination, and approval by the City Administrator.

- Motion to approve the Chief's requests: Moved by Alt; 2<sup>nd</sup> by Getschmann; motion carried: 5-0

The Fire Chief presented a letter requesting the PFC's approval of his appointment of Tyler Greenwood to the rank of Captain.

- Motion to approve the Chief's requests: Moved by Alt; 2<sup>nd</sup> by Getschmann; motion carried: 5-0

Kujak requested a motion of adjournment:

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

Respectfully submitted,



Dennis Kluge, Secretary  
Cc: City Clerk

Approved by PFC on August 20, 2018