

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

MINUTES FOR: Regular Meeting on February 21, 2022.

The Baraboo Police & Fire Commission (PFC) met by means of a 'Remote Conference Call' on this date at the Baraboo Municipal Building, 101 South Boulevard, (C205), Baraboo. The meeting was opened at 3:30pm by PFC President Kujak. A notice of this meeting was posted on February 18, 2022.

Roll call found Commissioners Getschmann, Kluge, Kujak, Madalon (Virtual) and Viney were in attendance. Others present during the meeting were Police Chief Schauf, Fire Chief Kevin Stieve and Mayor Rob Nelson, Attorneys Steven Zach & Storm Larson.

Compliance with the open meeting law was noted by Kujak.

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

Kujak made a request to have the Minutes from January 18, 2022 be approved. Getschmann raised a question to clarify if we are talking about City recognized Holidays or Federal Holidays. A language change would be made to clarify it as City recognized Holidays only. Viney made a motion to approve the Minutes; With that change being made, Getschmann offered a second; motion passed 5-0.

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

Under ACTION ITEMS:

- Chief Stieve presented a letter requesting to decertify any and all prior Baraboo Paid-on-Call Firefighter eligibility lists, and certify a new Baraboo Paid-on-Call Firefighter eligibility list, containing the names of Danielle Reali and Connor Kowalke.

Getschmann made a Motion to approve; Viney offered a second, motion carried 5-0.

Under INFORMATION ITEMS:

- Chief Schauf electronically supplied his 'Police Monthly Report' to the Commissioners, and then discussed each in more detail.
- Chief Stieve electronically supplied his 'Fire Monthly Report' to the Commissioners, and then discussed each in more detail.
- Atty Zach presented two 'draft' documents [*City of Baraboo, POLICE and FIRE COMMISSION By-Laws and Rules of Procedure; and, City of Baraboo Police and Fire Department Complaint Process*] for discussion only. These documents will reappear at the March PFC Meeting for additional discussion and possible passage then. Zach gave a brief over-view of the documents, asking each Commissioner to review them and send their questions / concerns to President Kujak, who will then relay them as a group package to Atty. Zach. Prior to the next PFC Meeting, Zach will reply back to all Commissioners with his answers / recommendations. Both Chiefs are encouraged to send in their questions and concerns with the proposed policies.

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Under COMMUNICATIONS:

- 'League of Municipality' magazines were received and passed out to attending members; Kujak read a letter from Chief Schauf (dtd 02-11-2022) where he provides his retirement notice with an effective date of May 6, 2022. The letter was received and accepted by President Kujak. The Chief was thanked for his years of service.

Under CLOSED SESSION:

Kujak announced that the Commission will meet in Closed Session as per Wis. Stats.19.85(1)(c) for the purpose of considering employment, promotion or performance evaluation data with respect to the filling of a future vacancy within the Police Department.

Getschmann made a Motion to approve; Viney offered a second, motion carried 5-0.

** NOTE: Commissioner Viney left during Closed Session for another appointment.*

Under OPEN SESSION:

Kujak made a request for a motion to 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.

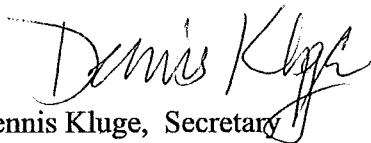
Getschmann made a Motion to approve; Kluge offered a second, motion carried 4-0.

The Commissioners discussed the desire of the PFC to speak with the City Administrator (and Council President Joel Petty) regarding the filling of the Police Chief position in a timely period. Kluge was tasked with attempting to get a Special Meeting set with those two on Monday, March 7th if possible.

Kujak made a request for an ADJOURNMENT:

Kluge offered a Motion for adjournment; Kujak offered a second and the Motion carried 4-0.

Respectfully submitted,



Dennis Kluge, Secretary

Approved by PFC on March 21, 2022

Cc: City Clerk