

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

MINUTES FOR: SPECIAL Meeting on March 14, 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 3:00pm by PFC President Kujak. A notice of this meeting was posted on March 7, 2022.

Roll call found Commissioners Getschmann, Kluge, Kujak and Viney were in attendance. Commissioner Madalon was excused. Commissioner Viney was absent. Others present during the meeting were Police Chief Schauf, Fire Chief Kevin Stieve, Police Captain Sinden, Police Lieutenant Labroschian, Mayor Rob Nelson, City Administrator Bradley, Council President Petty and Attorney Steven Zach.

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; Kluge offered a second, motion carried 3-0.

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

Under ACTION ITEMS:

- Chief Stieve presented a letter requesting the PFC's support of his appointment of one Probationary Fire Fighter (Connor Kowalke) from the current Baraboo Paid-on-Call Firefighter eligibility lists. Getschmann made a Motion to approve; Kluge offered a second, motion carried 3-0.

Under INFORMATION ITEMS

Under COMMUNICATIONS:

- 'League of Municipality' magazines were received and passed out to attending members.

As Kujak began to move to a CLOSED SESSION, discussion surrounding the need for it was held. Atty Zach felt that the discussion may not warrant a Closed Session at this time, and if Tabled now and later a need was found, the PFC could then go to a Closed Session. With that understanding, Kluge made a motion to TABLE the Closed Session, and remain in OPEN SESSION; Getschmann offered a second, motion carried 3-0.

Under OPEN SESSION:

The PFC then held a discussion with the City Administration and Police personnel attending regarding the projected plan for a timely replacement of the Police Chief. The City Administrator led much of the discussion, noting that everything will be waiting on the ongoing City Strategic Planning process. When quizzed as to when the PFC can anticipate a Police Chief Job Description to be updated and available, he noted that he hoped it could be late May (2022), but more likely June. We also discussed the timing of the Council to set the wages for the Police Chief position, it was reported that they would want to include that along with the Job Description time period. Discussion was held around the wage level of the current Police Chief, as related to other Police Chief's in the County and nearby. It was noted that this is the County Seat, having the largest population but yet it is found that the Baraboo Police Chief is currently the

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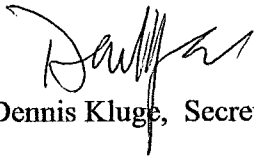
least paid Police Chief. It was noted that this will be a large hurdle in drawing in good candidates, with the City Administrator adding 'At these wages, who would want to come to Baraboo?'. As the discussion was about the future Chief's salary, the City Administrator commented that the Police budget is already trying to cut \$304K from it, where by October that may increase to \$410K to be cut. He asked where can that increase come from when their budget is being slashed? It was noted that there are disparities all across the City employees, and these take time to correct. When discussion surrounded the actual process anticipated - both the City and PFC are looking at some form of Citizen 'meet & greet' scenario, along with input from the Police personnel as well as a final - more routine Interview & Examination process by the PFC. Everyone wants open public awareness of the process, and a chance for the community to have a voice in what they want as a Police Chief. When the City was asked in more detail about the on-going Strategic Planning, and how that will play into the timing process, the City Administrator noted that they have to present the results back to the City by early June. He and a committee will review that document, then present it to the full Council for possible adoption (late June / July, or later). Once they adopt it, the City can then better identify what the Police Department should look like / be doing for the community. At that time it would be easier to begin the selection process as more would be known. The City sees a possible Chief's appointment to occur in late September, October. Would not lock in a date, but would like it to happen before Oct 1. When Police (Schauf, Sinden & Labroscian) were given a voice, all three remarked that going through the summer without a full-time Police Chief is a no-go! They all felt that too much will be lost with 2 supervisors trying to cover for 3, when the Department is already lacking personnel. Everyone agreed that as soon as the City can present an updated Job Description, the PFC needs to get moving on the process.

* *NOTE: Commissioner Viney arrived at 3:24pm, during the above discussions.*

Kujak made a request for an ADJOURNMENT:

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

Respectfully submitted,



Dennis Kluge, Secretary

Approved by PFC on March 21, 2022

Cc: City Clerk