

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

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

The Baraboo Police & Fire Commission (PFC) met on this date at the (new) 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 April 10, 2018.

Roll call found Commissioners Alt, Kluge, Kujak and Madalon were in attendance. Getschmann was excused. 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 4-0.

Kujak noted that there are no prepared PFC Minutes of February 19, 2018 - therefore none will be approved, but referred to the May 21 meeting.

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 the current employment ad will close April 20<sup>th</sup>, therefore we should set PFC Interviews in May. After a check with the Commissioners present, it was decided to conduct PFC Interviews on Monday, May 21<sup>st</sup> beginning at 8:00am. He noted that we will need to have at least three (3) Commissioners present at that time. It was further decided that the 'Regular PFC Meeting' (normally scheduled for that same day) would be held at the same time (8:00AM rather than 3:30PM).

Under NEW BUSINESS, the Police Department & Fire Department reports for March 2018 were explained by the respective Chiefs.

There were no communications received for this meeting.

Kujak noted that while preparing the Agenda for this meeting, that he had contact with the City Attorney, who instructed him that the PFC should be using a revised announcement (noted below) for our Closed Meetings.

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 an employee evaluation within the Police Department.

- Motion to go to Closed Session: Moved by: Alt, 2nd by: Madalon motion carried 4-0.

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: Alt, 2nd by: Kluge; motion carried 4-0.

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Kujak requested a motion of adjournment:

- Madalon made a motion to adjourn the meeting; Alt offered a second. Motion passed 4-0.

Respectfully submitted,



Dennis Kluge, Secretary  
Cc: City Clerk

Approved by PFC on May 21, 2018