

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

MINUTES FOR: Regular Meeting on May 16, 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 (Amended) meeting was opened at 3:30pm by PFC Secretary Kluge. A notice of this meeting was posted on May 12, 2022.

Roll call found Commissioners Getschmann, Kluge and Viney were in attendance. Commissioners Kujak and Madalon were excused. Others present during the meeting were Police Chief Sinden, Police Lieutenant LaBroschian and Fire Chief Kevin Stieve.

Compliance with the open meeting law was noted by Kluge.

Kluge made a request to have the Agenda be approved. Viney made a Motion to approve the Agenda; Getschmann offered a second, motion carried 3-0.

Kluge made a request to have the Minutes from April 18 be approved. Getschmann made a Motion to approve the Minutes; Viney offered a second, motion carried 3-0.

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

Under ACTION ITEMS:

- Nothing presented for action.

Under INFORMATION ITEMS:

- Chief Sinden electronically supplied his 'Police Monthly Report', as well discussed it with Commissioners. Sinden added in that they are working through some difficult times in the Budget. He noted that the Department staffing is at 27 currently as they come into the busy part of the year. He responded to some Commissioner questions on the Monthly Report.
- Chief Stieve declined to offer any Monthly Report, noting that the previous 2 months of Monthly Fire Reports will not be coming to the PFC. He advises that it is his feeling that providing such could be a future conflict of interest for if the PFC would be called to hold a Disciplinary Hearing on a Fire Department matter. When quizzed on his remarks last month why he was not supplying a Monthly Report [*April 18: When quizzed as to what the delay is, as his previous month's report has not been received also, he apologized noting that he is just running behind in getting it out.*], he noted that his action now is to 'protect the PFC' if ever the PFC had to hear a disciplinary matter regarding the Fire Department. This was not well received by the PFC members in attendance.
- Chief Stieve noted that the PFC is not part of the internal Fire Department Promotions, per the Fire Department Policy [*a Draft document, Fire Policy 1002*]. That he is planning to create a new Fire Captain to cover the duties of a retiring Fire Captain. More would be discussed on this in the Closed Session and when he brings it forward later.
- Chief Sinden and Chief Stieve discussed the future of their individual Department Monthly Reports as provided to the PFC at their monthly meetings. Chief Stieve reaffirmed his statement from the prior (4/18) meeting that he was too busy and had not prepared them but that after discussing this with Administrator Bradley he now is not going to provide them as this is beyond the purview of Section 62.13. He then added that he feels it is in the best interest of the PFC that he chooses to do this, and

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the PFC needs to understand that they are not authorized (citing Statute 62.13) to have these reports. He did note that although the Fire Monthly Reports are submitted to the Council in their packets, he feels a Commissioner - as a 'Citizen' would be authorized to view the report. However it should not be brought to or discussed as a PFC. Chief Sinden said that he is not completely in agreement regarding the routine reports provided to the PFC. He noted that, as far as the Police Department, the reports being submitted are 'public reports' and are provided to other City committees and to any citizen requesting such. Until he is instructed by the PFC or higher authority, he plans to continue submitting the Monthly Reports.

Under COMMUNICATIONS:

There was nothing noted other than the receipt of Wisconsin League of Municipalities magazines.

Under CLOSED SESSION:

Kluge 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: discuss a Position Description Accommodation within the Fire Department.

Getschmann made a Motion to approve; Kluge offered a second, motion carried 3-0.

Under OPEN SESSION:

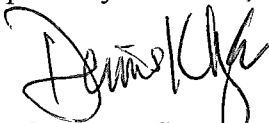
Kluge made a request for a motion to reconvene in Open Session as per Wis. Stats. 19.85(2) to address any business that may be the result of discussion conducted in Closed Session.

Getschmann made a Motion to approve; Viney offered a second, motion carried 3-0.

Kluge made a request for an ADJOURNMENT:

Viney offered a Motion for adjournment; Getschmann offered a second and the Motion carried 3-0.

Respectfully submitted,



Dennis Kluge, Secretary

Approved by PFC on June 20, 2022

Cc: City Clerk