

Police and Fire Commission MEETING AGENDA



September 17, 2024 - 1:00 PM
Public Safety Building
16300 W. National Avenue

Published: September 9, 2024

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. August 20, 2024 Meeting Minutes
 - B. August 13, 2024 Special Session Minutes
4. **COMMUNICATIONS**
5. **BILLS**
 - A. Action will be taken on invoices that were received during the normal course and scope of business since the last PFC meeting.
6. **OLD BUSINESS**
7. **NEW BUSINESS**
8. **CLOSED SESSION**
 - A. The basis for the items to be discussed in Closed Session is as enumerated in Section 19.85(1)(c) of the Wisconsin Statutes: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically:
 - B. Recommendations of Chief Polzin regarding possible termination of probationary periods for Firefighter/EMS personnel-Fire Department.
9. **RECONVENE TO OPEN SESSION**
 - A. Discussion and possible ratification of Chief Polzin's recommendations for termination of probationary periods for Firefighter/EMS personnel-Fire Department.
10. **ADJOURN**

Supplemental Information:

- The meeting agenda and agenda packet are available online at www.NewBerlinWI.gov
- The minutes are published online and are approved at the next regularly scheduled meeting.
- Action may be taken on any of the agenda items and the agenda may be discussed in any order.
- You may email comments to the City Clerk at CitizenComments@NewBerlinWI.gov. The comments will be forwarded to the mayor and governing body members. The emailed comments are not read during the meeting.
- The City of New Berlin is committed to hosting inclusive, accessible meetings. We strive to enable all individuals, regardless of their abilities, to engage and participate fully. If you have a qualifying disability under the Americans with Disabilities Act that requires the meeting to be accessible, please contact the Office of the City Clerk at (262) 786-8610 or via email at ClerksOffice@NewBerlinWI.gov at least 48 hours before the scheduled meeting time. We will make every effort to accommodate your needs through appropriate aids and/or services.

- *It is also possible that members of and possibly a quorum of other municipal governmental bodies may attend the above-stated meeting to gather information; any governmental body will take no action at the above-stated meeting other than the governmental body specifically referred to in the above meeting notice.*



Police and Fire Commission MEETING MINUTES

August 20, 2024 - 1:00 PM
Public Safety Building
16300 W. National Avenue

Please note: Minutes are unofficial until approved at the next scheduled meeting.

MINUTES

1. CALL TO ORDER

Commissioner Piontek called the meeting to order at 1:01 PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Commissioner Lanser, Commissioner O'Donnell, Commissioner Palechek, Commissioner Piontek
Excused: Commissioner Larry Myers

Staff Present: Fire Chief Mark Polzin, Police Chief Jeff Hingiss

3. APPROVAL OF MINUTES

A. July 16, 2024 Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Piontek
Motion Passed 3-0

B. August 13, 2024 Special PFC Meeting Minutes

Action deferred until next meeting due to lack of quorum of Commission members in attendance at the special session who are also present at today's meeting.

4. COMMUNICATIONS

None

5. BILLS

A. Action will be taken on invoices that were received during the normal course and scope of business since the last PFC meeting

None

6. OLD BUSINESS

- A.** Discussion and possible action on updates to the Rules & Regulations document of the Police & Fire Commission

Commissioner Piontek indicated that Mayor Ament is planning to attend the October monthly PFC meeting. The target date for that session is October 8, 2024.

7. NEW BUSINESS

Chief Hingiss indicated that the Police Department has begun a hiring process that will likely culminate in new hire police officer applicant interviews during the October monthly meeting.

8. CLOSED SESSION

MOTION: Motion to Enter Closed Session at 1:11 PM

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Lanser
Motion Passed 4-0

- A.** The basis for the items to be discussed in Closed Session is as enumerated in Section 19.85 (1)(c) of the Wisconsin Statutes: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically:
- B.** Interview applicant for promotion to the position of Lieutenant-Fire Department
- C.** Personnel Update-Fire Department

9. RECONVENE TO OPEN SESSION

MOTION: Motion to Return to open session at 2:17 PM

VOTE: Motion by: Commissioner O'Donnell
Second by: Commissioner Palechek
Motion Passed 4-0

- A.** Discussion and possible ratification of Chief Polzin's recommendation for promotion of Firefighter/EMS personnel to the position of Lieutenant-Fire Department
- Motion to promote Steve Schweickhardt to the rank of Lieutenant, effective immediately. All newly promoted personnel must successfully complete a probationary period consistent with the prevailing Rules & Regulations of the New Berlin Police and Fire Commission.

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Piontek
Second by: Commissioner Palechek

Motion Passed 4-0

B. Discussion and possible action on Personnel Update-Fire Department

No action taken.

10. ADJOURN

MOTION: Motion to Adjourn at 2:18 PM

VOTE: Motion by: Commissioner O'Donnell
Second by: Commissioner Piontek
Motion Passed 4-0

*Respectfully Submitted,
Michael D. O'Donnell, PFC Secretary*

Police and Fire Commission Special Session MEETING MINUTES



August 13, 2024 - 1:00 PM
Public Safety Building
16300 W. National Avenue

Please note: Minutes are unofficial until approved at the next scheduled meeting.

MINUTES

1. CALL TO ORDER

Commissioner Piontek called the meeting to order at 1:00 PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Commissioner Myers, Commissioner O'Donnell, Commissioner Piontek
Excused: Commissioner Mary Claire Lanser, Commissioner Pat Palechek

Staff Present: Fire Chief Mark Polzin

3. CLOSED SESSION

MOTION: Motion to Enter Closed Session at 1:01 PM

VOTE: Motion by: Commissioner O'Donnell
Second by: Commissioner Myers
Motion Passed 3-0

A. The basis for the items to be discussed in Closed Session is as enumerated in Section 19.85 (1)(c) of the Wisconsin Statutes: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically:

B. Interview applicants for the position of Firefighter/EMS personnel - Fire Department

4. RECONVENE TO OPEN SESSION

MOTION: Motion to Return to open session at 3:12 PM

VOTE: Motion by: Commissioner Myers
Second by: Commissioner O'Donnell
Motion Passed 3-0

A. Discussion and possible establishment of an Eligibility List for the position of Firefighter/EMS personnel - Fire Department

MOTION: Motion to establish an Eligibility List for the position of Firefighter/EMS

VOTE: Motion by: Commissioner Myers
Second by: Commissioner O'Donnell
Motion Passed 3-0

Motion to establish an Eligibility List for the position of Firefighter/EMS personnel with the following names: Timothy P. Collins, John N. Dimassis, Ryan J. David, Matthew E. Watkinson, Christian E. Stuebs, Michael S. Prestegard, and Tyler D. Bell

The list expires in one (1) year and all new personnel hired from this list must successfully complete a probationary period consistent with the prevailing Rules & Regulations of the New Berlin Police and Fire Commission.

5. ADJOURN

MOTION: Motion to Adjourn at 3:15 PM

VOTE: Motion by: Commissioner O'Donnell
Second by: Commissioner Piontek
Motion Passed 3-0

***Respectfully Submitted,
Michael D. O'Donnell, PFC Secretary***