



# Police and Fire Commission MEETING MINUTES

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March 11, 2025 - 1:00 PM  
Public Safety Building  
16300 W. National Avenue

## MINUTES

### 1. CALL TO ORDER

Commissioner Piontek called the meeting to order at 1:02 PM

### 2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Commissioner Myers, Commissioner Lanser, Commissioner Palechek, Commissioner Piontek

Excused: Commissioner Michael O'Donnell

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

### 3. APPROVAL OF MINUTES

#### A. February 18, 2025

Consideration of the minutes of the February 18, 2025 meeting was deferred until the next monthly meeting of the Commission. No action taken.

### 4. COMMUNICATIONS

None

### 5. BILLS

None

### 6. OLD BUSINESS

#### A. Distribution of the updated PFC Rules & Regulations document

Distribution of the updated PFC Rules & Regulations document was made to each Commissioner present. Signed copies have already been provided to the Chief of Police, Fire Chief and City Clerk. The document was also posted on the PFC page of the City

website. A motion was made to adopt the amended PFC Rules & Regulations as presented.

**MOTION:** Motion to Approve

**VOTE:** Motion by: Commissioner Myers  
Second by: Commissioner Lanser  
Motion Passed 4-0

**7. NEW BUSINESS**

None

**8. CLOSED SESSION**

**MOTION:** Motion to Enter Closed Session at 1:08 PM

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

**A.** The basis for the items to be discussed in Closed Session are as enumerated in Section 19.85(1)(c) of the Wisconsin State Statutes. (c) 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 candidate for the position of Police Officer-Police Department

**C.** Interview candidate for the position of Battalion Chief-Fire Department

**D.** Interview candidate for the position of Lieutenant-Fire Department

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

**9. RECONVENE TO OPEN SESSION**

**MOTION:** Motion to Return to open session at 2:40 PM

**VOTE:** Motion by: Commissioner Lanser  
Second by: Commissioner Myers  
Motion Passed 4-0

**A.** Discussion and possible establishment of an eligibility list for the position of Police Officer-Police Department

A motion was made to establish an eligibility list for the position of Police Officer with the following name: Benjamin Zaborowski. The list expires in one (1) year. Newly hired personnel must serve a probationary period consistent with the prevailing Rules & Regulations of the City of New Berlin Police and Fire Commission.

**MOTION:** Motion to Approve

**VOTE:** Motion by: Commissioner Lanser  
Second by: Commissioner Myers  
Motion Passed 4-0

**B.** Discussion and possible establishment of an eligibility list for the position of Battalion Chief -Fire Department

A motion was made to establish an eligibility list for the position of Battalion Chief with the following name: Ross Gscheidmeier. The list expires in one (1) year. Newly hired personnel must serve a probationary period consistent with the prevailing Rules & Regulations of the City of New Berlin Police and Fire Commission.

**MOTION:** Motion to Approve

**VOTE:** Motion by: Commissioner Myers  
Second by: Commissioner Lanser  
Motion Passed 4-0

**C.** Discussion and possible ratification of the recommendation of Chief Polzin to promote Firefighter/EMS Personnel to the position of Lieutenant-Fire Department

A motion was made to ratify the recommendation of Chief Polzin to promote Charles Dille to the position of Lieutenant. All promotions are subject to a probationary period consistent with the prevailing Rules & Regulations of the City of New Berlin Police and Fire Commission.

**MOTION:** Motion to Approve

**VOTE:** Motion by: Commissioner Palechek  
Second by: Commissioner Myers  
Motion Passed 4-0

**D.** Discussion and possible establishment of an eligibility list for the position of Firefighter/EMS personnel-Fire Department

A motion was made to establish an eligibility list for the position of Firefighter/EMS Personnel with the following name: Mallory Zuhle. The list expires in one (1) year. All newly hired personnel are subject to a probationary period consistent with the prevailing Rules & Regulations of the City of New Berlin Police and Fire Commission.

**MOTION:** Motion to Approve

**VOTE:** Motion by: Commissioner Myers  
Second by: Commissioner Palechek  
Motion Passed 4-0

**10. ADJOURN**

**MOTION:** Motion to Adjourn at 2:45 PM

**VOTE:** Motion by: Commissioner Palechek  
Second by: Commissioner Piontek  
Motion Passed 4-0

**Respectfully Submitted,  
Patricia Palechek  
Acting Recording Secretary**