

# Police and Fire Commission Meeting Agenda



October 21, 2025 - 1:00 PM  
Public Safety Building  
16300 W. National Avenue

Published: October 13, 2025

## AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
  - A. September 10, 2025 Meeting 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 Police & Fire Commission may convene in closed session pursuant to Wis Stat. § 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding:
  - B. Update on hiring process for Firefighter/EMS personnel - Fire Department.
  - C. Consideration of Fire Chief's recommendation to remove personnel from probationary status-Fire Department.
9. **RECONVENE TO OPEN SESSION**
  - A. Discussion and possible action regarding updated hiring processes for Firefighter/EMS personnel-Fire Department.
  - B. Discussion and possible action regarding Chief Polzin's recommendation to remove personnel from probationary status-Fire Department.
10. **ADJOURN**

### Additional Information

- The agenda packet, including supplemental information related to agenda items, is available online at [www.NewBerlinWI.gov](http://www.NewBerlinWI.gov). Once finalized by the governing body, approved meeting minutes will also be posted online.
- Agenda items may be taken out of order at the governing body's discretion.
- Members, and possibly a quorum, of other municipal governmental bodies may attend this meeting to gather information. However, no action will be taken by any governmental body other than the one referenced in this notice.

- Accommodations will be provided under the Americans with Disabilities Act (ADA) to meet the needs of individuals with disabilities. If you require assistance or appropriate aids and services, please contact the Office of the City Clerk at (262) 786-8610 with reasonable notice.



# Police and Fire Commission MEETING MINUTES

September 10, 2025 - 1:00 PM  
Public Safety Building, 16300 W. National Avenue

## MINUTES

### 1. CALL TO ORDER

Commissioner Piontek called the meeting to order at 1:08 PM.

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

Present: Commissioner Lanser, Commissioner O'Donnell, Commissioner Palechek, Commissioner Piontek  
Excused: Police Chief Jeff Hingiss

Staff Present: Fire Chief Mark Polzin

### 3. APPROVAL OF MINUTES

A. July 22, 2025, PFC Meeting Minutes

**MOTION:** Motion to Approve

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

### 4. COMMUNICATIONS

None

### 5. BILLS

A. Discussion and possible action to approve invoices received in the normal course of business since the last Police & Fire Commission meeting

None

### 6. OLD BUSINESS

None

### 7. NEW BUSINESS

None

## 8. CLOSED SESSION

**MOTION:** Motion to Enter Closed Session at 1:09 PM

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

- A.** *The Police & Fire Commission may convene in closed session pursuant to Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding:*
- B.** Consideration of Fire Chief Polzin's recommendation to remove probationary status for Firefighter/EMS personnel. (Fire Department)
- C.** Update regarding personnel investigation. (Fire Department)

## 9. RECONVENE TO OPEN SESSION

**MOTION:** Motion to Return to open session at 1:19 PM

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

- A.** Discussion and possible action re: Consideration of Fire Chief Polzin's recommendation to remove probationary status for Firefighter/EMS personnel. (Fire Department)

**MOTION:** Motion to Approve

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

- B.** Discussion and possible action re: Personnel investigation (Fire Department)

No action taken.

## 10. ADJOURN

**MOTION:** Motion to Adjourn at 1:20 PM

**VOTE:** Motion by: Commissioner Palechek

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

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