

# Police and Fire Commission MEETING MINUTES

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March 17, 2026 - 1:00 PM  
Public Safety Building  
16300 W. National Avenue

## 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 Palechek, Commissioner Piontek, Commissioner Buer, Commissioner O'Donnell

Excused: Commissioner Mary Claire Lanser

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

### 3. APPROVAL OF MINUTES

#### A. January 20, 2026 Meeting Minutes

**MOTION:** Motion to Approve

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

### 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

Fire & Police Selection, Inc. Invoice No. 22898 dated February 2, 2026, in the amount of \$525.00 (PO 26523037) for online FACT test credits - Fire Department

**MOTION:** Motion to Approve

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

**6. OLD BUSINESS**

None

**7. NEW BUSINESS**

**A. Presentation and Discussion of 2026 Department Goals and Objectives - Police Department**

Chief Hingiss distributed a document to the Commissioners and reviewed the five broad goals of the Department for the upcoming year. He also highlighted accomplishments from 2025 and addressed questions the Commissioners had about some of the objectives. The Commissioners commended the Chief on the progress he has made and for his leadership roles in county, regional, state and educational law enforcement forums.

**8. CLOSED SESSION**

**MOTION:** Motion to Enter Closed Session at 1:28 PM

**VOTE:** Motion by: Commissioner Palechek  
Second by: Commissioner Piontek  
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's recommendation to remove personnel from probationary status - Fire Department

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

**D.** Interview applicants for the position of Firefighter/EMS Personnel - Fire Department

**9. RECONVENE TO OPEN SESSION**

**MOTION:** Motion to Return to open session at 2:57 PM

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

- A.** Discussion and possible action regarding Chief Polzin's recommendation to remove personnel from probationary status - Fire Department

Motion to ratify the recommendation of Chief Polzin to end the probationary period for Division Chief Mark O'Connor and make his appointment permanent, effective immediately.

**MOTION:** Motion to Approve

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

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

Deferred - no action taken.

- C.** Discussion and possible action regarding establishing an eligibility list for the position of Firefighter/EMS Personnel - Fire Department

Motion to establish an eligibility list for the position of Firefighter/EMS Personnel with the following names: Justin Buschmann, Dominic Clementi, Tyler Granados, Carlos Lopez and Brett Wudtke. The list is valid for a period of one (1) year. All newly hired personnel are subject to a probationary period as described in 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 Piontek  
Motion Passed 4-0

**10. ADJOURN**

**MOTION:** Motion to Adjourn at 2:58 PM

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

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