

# Police and Fire Commission Meeting Agenda

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April 21, 2026 - 1:00 PM  
Public Safety Building  
16300 W. National Avenue

Published: April 12, 2026

## AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
  - A. March 17, 2026 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. Consideration of Fire Chief's recommendation to remove personnel from probationary status - Fire Department
  - C. Interview applicant for the position of Battalion Chief - Fire Department
  - D. Interview candidate for promotion to the position of Lieutenant - Fire Department
  - E. Interview applicants for the position of Firefighter/EMS Personnel - Fire Department
9. **RECONVENE TO OPEN SESSION**
  - A. Discussion and possible action regarding Chief Polzin's recommendation to remove personnel from probationary status - Fire Department
  - B. Discussion and possible action regarding establishing an eligibility list for the position of Battalion Chief - Fire Department
  - C. Discussion and possible action regarding Chief Polzin's recommendation to promote Firefighter/EMS Personnel to the position of Lieutenant - Fire Department

- D. Discussion and possible action regarding establishing an eligibility list for the position of Firefighter/EMS Personnel - 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

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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**