

# Police and Fire Commission MEETING MINUTES

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May 19, 2026 - 1:00 PM  
Public Safety Building  
16300 W. National Avenue

## MINUTES

### 1. CALL TO ORDER

Commissioner Piontek called the meeting to order at 1:01 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. April 21, 2026 Meeting Minutes

**MOTION:** Motion to Approve

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

### 4. COMMUNICATIONS

Copy of letter from Chief Hingiss dated May 18, 2026, regarding a personnel matter.

### 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.

Organization Development Consultants Invoice No. 14458 dated May 1, 2026, in the amount of \$3,975.00 (PO 26523160) for entry level employee assessments - Fire Department

**MOTION:** Motion to Approve

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

**6. OLD BUSINESS**

None

**7. NEW BUSINESS**

**A. Commissioners' WICAMS credentialing - Police Department**

Deputy Chief Greg Godec took individual photographs of the Commission members to be used in generating updated Wisconsin Credentialing and Asset Management System (WICAMS) ID cards.

**8. CLOSED SESSION**

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

**VOTE:** Motion by: Commissioner Palechek  
Second by: Commissioner O'Donnell  
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 Police Chief's recommendation to remove personnel from probationary status - Police Department

**C.** Consideration of Fire Chief's recommendation to remove personnel from probationary status - Fire Department

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

**9. RECONVENE TO OPEN SESSION**

**MOTION:** Motion to Return to open session at 2:19 PM

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

- A.** Discussion and possible action regarding Chief Hingiss' recommendation to remove personnel from probationary status - Police Department

Motion to ratify the recommendation of Chief Hingiss to end the probationary period for Officer Andrew Ochs and make his appointment permanent, effective June 6, 2026

**MOTION:** Motion to Approve

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

- B.** 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 LT Charlie Dillett and make his appointment permanent, effective March 18, 2026

**MOTION:** Motion to Approve

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

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

Motion to ratify the recommendation of Chief Polzin to promote Firefighter/Paramedic Derrick Oleson to the rank of Lieutenant, effective immediately. All personnel promoted in rank 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 Piontek  
Second by: Commissioner O'Donnell  
Motion Passed 0-0

**10. ADJOURN**

**MOTION:** Motion to Adjourn at 2:42 PM

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

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