

Police and Fire Commission Meeting Agenda



June 16, 2026 - 1:00 PM
New Berlin City Hall A/B Conference Room
3805 S. Casper Drive

Published: 6/12/2026

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. May 19, 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**
 - A. Election of Commission Officers
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
9. **RECONVENE TO OPEN SESSION**
 - A. 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. 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



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***