

**POLICE AND FIRE COMMISSION**  
**May 9, 2019**

A regular meeting of the Police and Fire Commission, City of Cedarburg, Wisconsin, was held on Thursday, May 9, 2019 at the Cedarburg Police Department, W75N444 Wauwatosa Road, Cedarburg, Wisconsin, in the Community Room.

The meeting was called to order by President Robert Carroll at 7:01 p.m.

Roll Call:      Present -                      Robert Carroll, Joel Dhein, Jim Salp, Steve Weber, Linda Krieg

                 Also Present –              Police Chief Thomas J. Frank, Fire Chief Jeff Vahsholtz, Lt. McNerney

**STATEMENT OF PUBLIC NOTICE**

Robert Carroll acknowledged the agenda for this meeting which was posted and distributed in compliance with Wisconsin Open Meetings Law.

**ELECTION OF PRESIDENT, VICE-PRESIDENT AND SECRETARY; AND ACTION THEREON**

Motion was made by Steve Weber, seconded by Jim Salp, to reelect Robert Carroll as President, Joel Dhein as Vice-President, and Linda Krieg as Secretary. Motion carried without negative vote.

**APPROVAL OF MINUTES**

Motion was made by Jim Salp, seconded by Steve Weber, to approve the March 14, 2019 minutes. Motion carried without negative vote.

**NEW BUSINESS**

**Consider Application for Membership in the Cedarburg Fire Department for New Member Nick Janus for Active Fire/EMS; and Action Thereon**

Motion made by Jim Salp, seconded by Steve Weber, to approve Nick Janis for Active Fire/EMS membership. Motion carried without negative vote.

**Consider Appointment of Special Officers; and Action Thereon**

Motion made by Jim Salp, seconded by Steve Weber to approve the list of special officers presented for appointment. Motion carried without negative vote.

**Review and Certify Code of Ethics; and Action Thereon**

All members of the Cedarburg Police and Fire Commission reviewed and certified the Code of Ethics.

**REPORT OF FIRE CHIEF**

**Update on Fire Department Projects**

Chief Vahsholtz reported the Fire Department is working on the logistics for the Country in the Burg festival scheduled for August 24, 2019.

The Fire Department has received a new tax exempt number from the IRS and Chief Vahsholtz is rewriting the policies and procedures for the Fire Department. The Fire Department and Fireman's Park will be operating separately once the old corporation is terminated.

**ADJOURNMENT – CLOSED SESSION**

Motion made by Jim Salp, seconded by Steve Weber, to adjourn to closed session at 7:25 p.m. pursuant to Wis. Stat. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically, to discuss police officer candidate and possible hiring actions. Motion carried without negative vote. Approval of closed session minutes of March 14, 2019. Motion carried without negative vote.

**RECONVENE TO OPEN SESSION**

Motion made by Jim Salp, seconded by Joel Dhein, to reconvene to open session at 7:38 p.m. Motion carried without negative vote.

**NEW BUSINESS – CONTINUED**

**Discuss Approval of Police Officer Candidate for Vacant Position; and Action Thereon**

Motion made by Jim Salp, seconded by Joel Dhein, to approve the hiring of police officer candidate Dominic P. Andrews pending successfully completing his drug test and medical evaluation. Motion carried without negative vote.

**Discuss and Approve the Procedure to Select a New Patrol Sergeant; and Action Thereon**

Chief Frank advised Sgt. Pat Speath will be retiring and the Department will be selecting a new patrol sergeant. The current process is the candidate submits a Letter of Intent, their evaluations are reviewed, there is an oral interview, and there is a discussion with the current sergeants. Once a candidate is identified, a recommendation will be made to the Police & Fire Commission for approval. After discussion and review by the Police & Fire Commission, it was decided that the process will remain the same; therefore, no action was necessary.

**REPORT OF POLICE CHIEF**

**Update on Police Department Projects**

Chief Frank advised the Department is in search of a new canine as the prior canine did not work out. Police Officer Steve Chojnacki has been chosen to be the new canine handler.

The Department is currently reviewing their dispatch program.

The Department is coming up on their 4<sup>th</sup> Accreditation.

**Confirm Next Meeting (July 11, 2019) and Agenda Items; and Action Thereon**

Chief Frank confirmed the next meeting will be held July 11, 2019.

**ADJOURNMENT**

Motion made by Steve Weber, seconded by Jim Salp, to adjourn the meeting at 7:45 p.m.  
Motion carried without negative vote.

Linda Krieg  
Secretary

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