

POLICE AND FIRE COMMISSION
July 22, 2021

PFC20210722-1
UNAPPROVED

A regular meeting of the Police and Fire Commission, City of Cedarburg, Wisconsin, was held on Thursday, July 22, 2021, at 7:00 p.m., at the Cedarburg Police Department, W75 N444 Wauwatosa Road, Cedarburg, Wisconsin, in the Community Room.

The meeting was called to order by President Robert Carroll at 7:00 p.m.

Roll Call: Present- Robert Carroll, Joel Dhein, Jim Salp, Terry Zimmerman,
 Stacy Tolomeo

 Also Present- Police Chief Thomas J. Frank, Fire Chief Jeff Vahsholtz,

STATEMENT OF PUBLIC NOTICE

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

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

Motion made by Jim Salp, seconded by Terry Zimmerman, to retain the current slate of officers for the next term: Robert Carroll as President, Joel Dhein as Vice President and Terry Zimmerman as Secretary. Motion carried without a negative vote.

APPROVAL OF MINUTES

Motion was made by Stacy Tolomeo, seconded by Jim Salp, to approve the May 13, 2021 minutes. Motion was carried without a negative vote.

NEW BUSINESS

Consider Promotion of Andy Heidtke from Acting Deputy Chief to Deputy Chief; and Action Thereon

Motion was made by Terry Zimmerman, seconded by Jim Salp, to promote Captain Andy Heidtke from Acting Deputy Chief to Deputy Chief of the Cedarburg Fire Department. Motion carried without negative vote.

Consider Applications for Membership in the Cedarburg Fire Department for Ryan Feiertag, Christopher Naas, and Katelyn Phelps, for Active EMS; and Action Thereon

Motion made by Jim Salp, seconded by Stacy Tolomeo, to accept Ryan Feiertag, Christopher Naas, and Katelyn Phelps to the Cedarburg Fire Department for Active EMS. Motion carried without negative vote.

Consider Letter of Notice of Intent to Retire from Police Chief Frank Effective January 4, 2022; and Action Thereon

Motion made by Jim Salp, seconded by Terry Zimmerman, to accept the letter of Notice of Intent to retire from Police Chief Frank effective January 4, 2022. Motion carried without a negative vote.

Discussion on Selecting the Next Police Chief; and Action Thereon

Motion made by Terry Zimmerman, seconded by Jim Salp, to authorize Chief Frank to post the opening for Police Chief. Eligible candidates will be sworn officers of the Cedarburg Police Department with five or more years of experience. Candidates must have attained a Bachelor of Arts or Science Degree, but preference will be given to those with a Master's Degree. Candidates must also have attended a law enforcement leadership continuing education course (e.g., FBI-LEEDA, Northwestern University's School of Police Staff and Command, or the equivalent). Candidates are required to submit a resume' within ten days of the posting. Motion carried without a negative vote.

Review and Certify Code of Ethics; and Action Thereon

Motion was made by Stacy Tolomeo, seconded by Terry Zimmerman, stating that copies of the Code of Ethics were received by all Commission members and reviewed. Motion carried without a negative vote.

REPORT OF POLICE CHIEF AND FIRE CHIEF

Update of Police Department Projects

Chief Frank advised that the two newest officers, Jonathan Schemenauer and Brandon Becker, will have their swearing-in ceremonies at the Common Council meeting on Monday, July 27, 2021.

The Police Department's 2020 Annual Report has been completed. Commissioners will receive it via email.

Update of Fire Department Projects

Chief Vahsholtz reported that the Fire Department will hold their annual Awards and Recognition Ceremony at a picnic on September 11, 2021 at Cedar Creek Park.

The Fire Department is preparing for The Ozaukee County Fair at Fireman's Park on July 28 through August 1, and for Maxwell Street Days in September and October.

Job postings are being prepared for Firefighter and Advanced EMT positions.

Discussions are continuing regarding the potential for various forms of consolidation of local fire departments.

Confirm Next Meeting (September 9, 2021) and Agenda Items; Action Thereon

Chief Frank confirmed the next meeting will be held on September 9, 2021.

ADJOURNMENT-CLOSED SESSION

Motion made by Jim Salp, seconded by Terry Zimmerman, to adjourn to closed session at 8:10 p.m. pursuant to Wis. Stat. 19.85(1)(c) to consider employment of any public employee over which the governmental body has jurisdiction of exercises responsibility, specifically, to discuss possible internal candidates for Police Chief. Approval of closed session minutes of May 20, 21, and 24, 2021 and June 24, 2021. Motion carried without a negative vote.

RECONVENE OPEN SESSION

Motion made by Jim Salp, seconded by Terry Zimmerman, to reconvene to open session at 8:49 p.m. Motion carried without a negative vote.

ADJOURNMENT

Motion made by Jim Salp, seconded by Joel Dhein, to adjourn the meeting at 8:52 pm. Motion carried without a negative vote.

Terry Zimmerman
Secretary

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