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Village of McFarland
Police and Fire Commission Minutes
June 5, 2021

1. Call to Order, Roll Call.

PFC President Stransky called the regular meeting of the Police and Fire Commission to order at 8:30 a.m.

Members present: John Stransky, Vince Wagner, Jerry Mullen and Kathy Krusiec

Member excused: Jim McKay

Staff present: Chief Aaron Chapin, Lieutenant Jeremy Job

2. Public Appearances.

This is an opportunity for members of the public to address the Police and Fire Commission. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the commission may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the commission for their consideration. Members of the public who are present in person and wish to address the commission should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting. No comments were brought forth. The chair continued to address the items on the agenda.

3. Approval of the Minutes. Discussion and action regarding minutes from the meeting held on May 22, 2021. There being no changes, the President called for a motion. Motion by Wagner, second by Mullen to accept the minutes as presented. Motion carried unanimously.

4. Business.

1. Police Department Update

1. Police Sergeant Recruitment Process – Chief Chapin informed the Commission that 6 internal candidates had submitted paperwork. The Chief requested that the Assessment Center Interviews be eliminated from the over-all hiring process. This was Item #3 detailed in the hiring timeline. Since all applicants were internal candidates, by removing this part of the process, the process could be more streamlined therefore shortening the period to the new promotion. Motion by Mullen, second by Wagner to adopt the request and modify the timeline to reflect the requested change. A new timeline was requested from the department to be submitted to the Commission. Motion carried unanimously.

5. **Closed Session.**

1. Interviews for the Police Officer positions will be conducted in closed session by the PFC in the Training Room of the McFarland Municipal Center in accordance with Wis. Stats. 19.85(1)(c). Discussion and action to convene into Closed Session moved by Krusiec, second by Wagner. Role call vote. All members voted in the affirmative. Moved to closed session at 8:48 a.m. Interviews conducted.

7. **Reconvene into Open Session.**

1. Motion to reconvene into Open Session by Wagner, second by Mullen. Role Call Vote. All members voted in the affirmative. The Commission moved to Open Session at 3:38 p.m.
2. Action on business in closed session.
 1. Mullen motioned, second by Wagner to instruct the PFC President to write a letter to Police Chief Chapin providing him with the names of the top 5 candidates in order of their ranked scoring. Motion carried unanimously.

8. **Schedule Next Meeting Date.**

1. Next meeting of the PFC is schedule for Tuesday, July 13th @ 4:00 p.m.

9. **Adjournment.**

1. Motion for adjournment by Wagner, second by Mullen. Motion carried unanimously. Meeting closed at 3:54 p.m.

Respectful submitted,

Kathy M. Krusiec, PFC Secretary