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**Village of McFarland**  
**Police and Fire Commission Minutes**  
**July 13, 2021**

**1. Call to Order, Roll Call**

PFC President Stransky, called the regular meeting of the Police and Fire Commission to order at 4:00 p.m.

**Members present:** John Stransky, Vince Wagner, Jim McKay, and Kathy Krusiec. Jerry Mullen joined the meeting at 4:10 p.m.

**Staff present:** Communications Technology Support present during the Open Session portion of meeting. Also in attendance, was Fire & Rescue Chief Chris Dennis, Police Chief Aaron Chapin and 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 it 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](mailto: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 Minutes**

- a. Discussion and action regarding minutes of the meeting held on June 5, 2021.  
Call for changes or corrections. Hearing none, the president called for a motion to accept the minutes as presented. Motion by Mullen, second by Wagner.  
Motion carried.

#### **4. Business**

- a. Fire & Rescue Department Update – The Chief indicated that the department was in the process of maintenance checks on equipment, i.e. hydraulic tools, hose and pumps. All tested to be in good working order.
- b. Police Department Update – Chief Chapin announced that 2 candidates have moved forward in the hiring process. Steven Boyd will start on August 9, 2021. The second to be announced.

#### **5. Closed Session**

- a. Discussion and action to convene into Closed Session in accordance with Wis. Stats. 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 conduct interviews and consider appointment for the position of Sergeant within the Police department.
- b. Motion to go into Closed Session by McKay, second by Wagner. Roll call vote. All members voted in the affirmative. Entered Closed Session at 5:38 p.m.

#### **6. Reconvene into Open Session**

- a. Motion to reconvene into Open Session by Krusiec, second by Wagner. Roll Call Vote. All members voted in the affirmative. The Commission went into Open Session at 8:19 p.m.
- b. Motion by Mullen, second by McKay to direct the PFC chair to prepare a letter to the Chief of Police with a list of promotional candidates. Six candidates were provided in ranked order by PFC interviews only. The Chief may appoint from this internal eligibility list to fill the promotional vacancy. In accordance with PFC “Rules and Regulations” 7.07 Promotional Eligibility List - Utilizing the results of the examination procedures set forth in Section 7.04, the Commission shall create a list of internal candidates who are eligible for promotion. The Chief may appoint from this internal eligibility list to fill the promotional vacancy. The internal eligibility list shall be valid for a period of two (2) YEARS. A copy of the letter to the Chief will be provided for the PFC Secretary. Motion carried.

#### **7. Adjournment**

- a. Motion by Wagner, second by McKay. Motion carried.

#### **8. Next Meeting at the Call of the Chair.**

Respectfully submitted,  
Kathy M. Krusiec, PFC Secretary

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