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608.838.3153

Police and Fire Commission

Meeting Minutes

October 13, 2021

4:00 P.M.

Conducted Via Zoom Webinar

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: Vince Wagner, Jerry Mullen, Jim McKay, John Stransky and Kathy Krusiec

Staff present: Captain Jim Reiter, Chief Aaron Chapin and Lieutenant Jeremy Job.

2. Public Appearances

- a. 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.
- b. Hearing none, the president moved to agenda item 3.

3. Approval of Minutes

- a. Discussion and action regarding minutes of the meeting held on September 9, 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 McKay. Motion carried.

4. Police Department Business

- a. Police Department Update. Chief Chapin announced that Steven Boyd has completed his field training. The Chief continued to review the monthly report with the Commission. A copy of the written report was distributed to all Commissioners.

5. Fire and EMS Department Business

- a. Captain Reiter reviewed the monthly report with the Commission. A complete written report had been previously distributed to the Commissioners for their review.

6. General Business

- a. Hearing none, the president moved to agenda item 7.

7. Other New Business

- a. Hearing no New Business, the president moved to agenda item 8.

8. 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 interview for the Police Detective promotion and establish an eligibility list. Motion by McKay, second by Wagner to go into Closed Session. Roll Call vote. All members voted in the affirmative. Entered into Closed Session at 4:20 p.m. Closed Session to be held in Conference Room A of the Village Municipal Center.

9. Reconvene into Open Session

- a. Motion by Wagner, second by McKay to reconvene into Open Session. Roll Call vote. All members voted in the affirmative. Entered into Open Session at 8:05 p.m. to act on business in closed session.
- b. Motion by Krusiec, second by Mullen to direct the PFC President to prepare a letter to Police Chief Chapin with an eligibility list of candidates. The Chief may appoint from this eligibility list to fill the promotional vacancy in accordance with PFC "Rules and Regulations: 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 records. Motion carried unanimously.

10. Schedule Next Meeting Date – Next meeting at the call of the chair.

11. Adjournment

- a. Motion by Wagner, second by Mullen. Motion carried. Meeting adjourned.

Respectfully Submitted by,
Kathy M. Krusiec, PFC Secretary