

Thursday, November 9, 2023

6:00 PM

McFarland Public Safety Center  
6001 Broadhead St, McFarland  
*Small Conference Room*

## AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
  - a. This is an opportunity for members of the public to address the Police and Fire Commission. Members of the public who 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 [pfc@mcfarland.wi.us](mailto:pfc@mcfarland.wi.us) to be included as part of the meeting.
3. APPROVAL OF MINUTES.
  - a. Motion to approve the minutes of the September 30, 2023 meeting.
4. BUSINESS.
  - a. Discuss and action on the Fire & Rescue Chief's recommendation on the appointment of Jared Boyd, Ginger Conroy, Justin Grenawalt, and Adam King to the position of Firefighter/Paramedic in the Fire & Rescue Department.
5. SCHEDULE NEXT MEETING DATE.
6. ADJOURNMENT.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or [village.clerk@mcfarland.wi.us](mailto:village.clerk@mcfarland.wi.us) by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

**Saturday, Saturday 30, 2023**

**8:00 AM**

**Public Safety Center**  
*Conference Room*

Meeting Minutes September 30, 2023

1. **CALL TO ORDER, ROLL CALL.** President Mullen called the meeting to order at 8:00 AM.

Members present: Vince Wagner, Jerry Mullen, Carrie Nelson and Angela Wilcox

Excused Members: Jim McKay

Staff Member Present: Police Chief Arron Chapin

2. **PUBLIC APPEARANCES.**

- a. This is an opportunity for members of the public to address the Police and Fire Commission. Members of the public who 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.

**NONE**

3. **APPROVAL OF MINUTES.**

- a. Motion to approve the minutes of the July 22, 2023 meeting. Discussion and action regarding minutes of the meeting held on July 22, 2023. Call for changes or corrections. Hearing none, President Mullen called for a motion to accept the minutes as presented. Motion by Jerry Mullen, seconded by Angela Wilcox. Motion passed on a unanimous vote.

4. **BUSINESS.**

- a. Chief Chapin presented an updated promotion process eligibility list Sergeant of Police. A motion to terminate the current eligibility list was made by Jerry Mullen, seconded by Carrie Nelson. Motion passed on a unanimous vote.
- b. Discussion and action on a promotion process to create an eligibility list for future sergeant vacancies within the Police Department. Chief Chapin outlined the proposed promotion process.
  - i A motion to adopt Chief Chapin's proposed promotion process for Sergeant Police was made by Angela Wilcox, seconded by Carrie Nelson. Motion passed on a unanimous vote.

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 interview finalists for the police officer positions.

Motion to move to Closed Session per Statue made by Vince Wagner, seconded by Angela Wilcox. Roll call vote: Wagner, Mullen, Wilcox and Nelson - Yes. Excused Absent - McKay. Moved to Closed Session at 8:20 AM.

**6. RECONVENE INTO OPEN SESSION.**

- a. Reconvene into Open Session to act on business conducted during Closed Session. Motion to move to Open Session per Statute made by Angela Wilcox, seconded by Jerry Mullen. Roll call vote: Wagner, Mullen, Wilcox, and Nelson - Yes. Excused Absent - McKay. Returned to Open Session at 12:14 PM.

**7. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.**

- a. Discussion and action to approve establishing an eligibility list for police officer.
  - i A motion was made by Wagner and second by Nelson that an Eligibility list for police officer expiring September 30, 2024 be created. The eligible candidates to be listed in last name alphabetical order. President Mullen will prepare and send the list to Chief Chapin. Motion passed on a unanimous vote.

**8. SCHEDULE NEXT MEETING DATE.** Tentative Meeting date: 12/02/2023.

**9. ADJOURNMENT.**

- a. A motion to adjourn made by Jerry Mullen, seconded by Carrie Nelson . Motion carried on a unanimous vote. The meeting adjourned at 12:17 PM.

Respectfully submitted.

Vince Wagner, Secretary, McFarland Police and Fire Commission.

  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Thursday, November 9, 2023

**SECTION:** Business

**DEPARTMENT:** Administration

**CONTACT:**

**AGENDA ITEM:** Discuss and action on the Fire & Rescue Chief's recommendation on the appointment of Jared Boyd, Ginger Conroy, Justin Grenawalt, and Adam King to the position of Firefighter/Paramedic in the Fire & Rescue Department.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

**ORDINANCE REFERENCE:**

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

None