

VILLAGE OF MCFARLAND

Police & Fire Commission

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.