

Wednesday, January 10, 2024

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 to be included as part of the meeting.
3. APPROVAL OF MINUTES.
 - a. Motion to approve the minutes of the December 2, 2023 meeting.
4. BUSINESS.
 - a. Discussion and action on terminating current Police Officer Eligibility List.
 - b. Discussion and action on establishing a Police Officer hiring process
 - c. Discussion and action on establishing a Fire & Rescue Administrative Captain hiring process.
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 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, December 2, 2023

8:00 a.m.

McFarland Public Safety Center
6001 Brodhead Street

Meeting Minutes - December 2, 2023

1. **CALL TO ORDER, ROLL CALL.** President Jerry Mullen called the meeting to order at 8:12 a.m. Members present: Jerry Mullen, Jim McKay, Angela Wilcox and Carrie Nelson. Members excused: Vince Wagner. Staff Members Present: Police Chief Aaron 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. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to pfc@mcfarland.wi.us to be included as part of the meeting.
- NONE.
3. **APPROVAL OF MINUTES.**
 - a. Motion to approve the minutes of the November 9, 2023 meeting. Discussion and action regarding minutes of the meeting held on November 9, 2023. Call for changes or corrections. Hearing none, President Jerry Mullen called for a motion to accept the minutes as presented. Motion by Commissioner Jim McKay, seconded by Commissioner Angela Wilcox. Motion passed on a unanimous vote.
 4. **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 Police Sergeant promotion.

Motion to move to Closed Session per statute made by Commissioner Angela Wilcox seconded by Commissioner Carrie Nelson. Roll call vote: Mullen, Nelson, Wilcox and McKay – Yes. Moved to Closed Session at 8:40 a.m.

5. 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 Commissioner Angela Wilcox, seconded by Commissioner Jim McKay. Roll call vote: Mullen, Wilcox, Nelson and McKay – Yes. Returned to Open Session at 2:05 p.m.

6. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

- a. Discussion and action to approve establishing an eligibility list for Police Sergeant, expiring on December 2, 2025. A motion was made by Commissioner Angela Wilcox and seconded by Commissioner Carrie Nelson that an eligibility list for Police Sergeant expiring on December 2, 2025 be created. The eligible candidates will be listed in last name alphabetical order. President Jerry Mullen will prepare and send the list to Chief Chapin. Motion passed on unanimous vote.

7. SCHEDULE NEXT MEETING DATE

Tentatively scheduled for February of 2024. Specific date is TBD.

8. ADJOURNMENT.

A motion to adjourn by Commissioner Angela Wilcox and seconded by Commissioner Carrie Nelson. Motion carried on a unanimous vote. Meeting adjourned at 2:10 p.m.

Respectfully submitted,

Jerry Mullen, President, McFarland Police and Fire Commission

McFarland
SUMMARY SHEET

MEETING DATE: Wednesday, January 10, 2024

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Discussion and action on terminating current Police Officer Eligibility List.

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Wednesday, January 10, 2024

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Discussion and action on establishing a Police Officer hiring process

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None

McFarland
SUMMARY SHEET

MEETING DATE: Wednesday, January 10, 2024

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Discussion and action on establishing a Fire & Rescue Administrative Captain hiring process.

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None