



CITY OF MERRILL
POLICE AND FIRE COMMISSION
AGENDA • MONDAY OCTOBER 3, 2016

Regular Meeting

City Hall Basement Conference Room

6:00 PM

- I. Call to Order
- II. Minutes of Previous Meeting(s):
 1. Minutes of December 21, 2015 meeting
- III. Status/Update Reports:
 1. Police Chief Neff
 2. Fire Chief Savone
- IV. Agenda items for consideration:
 1. Establish selection procedure for new Police Chief (Police Chief Neff retirement is upcoming).
- V. Establish date, time and location of next meeting(s)
- VI. Public Comment Period
- VII. Adjournment



CITY OF MERRILL
POLICE AND FIRE COMMISSION
MINUTES • MONDAY DECEMBER 21, 2015

Regular Meeting City Hall Basement Conference Room 4:00 PM

I. Call to Order

Kurt Helmstadter called the meeting to order at 4:00 P.M.

Table with 4 columns: Attendee Name, Title, Status, Arrived. Rows include Kurt Helmstadter (President, Present), Mike Ravn (Present), David Hayes (Excused), Carol Holz (Present), and Don Heyel (Present).

Also in attendance: Police Chief Ken Neff, Fire Chief Dave Savone, City Administrator Dave Johnson, Police Captain Corey Bennett (arr. 4:05) and City Clerk Bill Heideman.

II. Minutes of Previous Meeting(s):

1. Minutes of July 29, 2014 meeting

Motion (Ravn/Heyel) to approve the minutes of the July 29th, 2014 meeting and place them on file.

RESULT: APPROVED

III. Status/Update Reports:

1. Police Chief Neff

Police Chief Neff reported that he has been working on the promotions process, which will be discussed later in the meeting.

The Police Department has been holding emergency training sessions with several other law enforcement agencies in central Wisconsin. This coordinated training is similar to the mutual aid program in place in the Fire Department.

Public relations efforts and events continue. The Student Police Academy is currently holding sessions.

The noise concerns at the Northcentral Technical College Center of Excellence seem to have been resolved.

2. Fire Chief Savone

Fire Chief Savone reported that three firefighters have been hired since the last Police and Fire Commission meeting.

A Citizen Fire Academy was held in the fall of 2015. Firefighter certifications are ongoing.

Attachment: 2015-12-21 Police and Fire Minutes (1953 : Minutes of December 21, 2015 meeting)

Lincoln County Emergency Management and the Fire Department are working together on emergency preparedness training.

One firefighter/paramedic has been on extended sick leave, and has now exhausted all his available "off" time. He is currently on "absent without pay" status.

Interviews have been conducted with four firefighter/paramedic candidates. One of the four is being recommended for potential employment. Fire Chief Savone will contact this candidate to determine if the candidate is still interested. No action on this issue was necessary at this time.

IV. Agenda items for consideration:

1. Recommendations from Police Chief Neff regarding Police Department promotions

Police Chief Neff reported that the promotions are the result of reorganization as well as a retirement in the Police Department.

Police Chief Neff had previously provided promotion information to the commission members. He is proposing the following promotions:

- Patrick Wunsch to Investigative Lieutenant
- Don Seubert II to Patrol Lieutenant
- Matt Drabek to Patrol Lieutenant
- Nicole Cimino to Investigator

Police Chief Neff mentioned that the promotion to investigator does not require Police and Fire Commission approval, because this is a non-supervisory position.

Motion (Holz/Heyel) to approve the Police Department promotions, as submitted by Police Chief Neff.

RESULT:	APPROVED
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V. Establish date, time and location of next meeting

The next meeting was not yet scheduled.

VI. Public Comment Period

There was no public comment.

VII. Closed session(s):

1. The Commission may meet in closed session pursuant to Wisconsin State Statutes Chapter 19.85(1)(b) and 19.85(1)(c) to conduct Police Officer candidate application interviews to establish Police Officer eligibility list for future vacancies.

Motion (Heyel/Holz) to convene in closed session. Carried 4-0 on roll call vote.

Convened in closed session at 4:34 P.M.

Attending: Helmstadter, Holz, Heyel, Ravn, Johnson, Bennett and Neff.

Interviews were conducted with six police officer candidates.

VIII. Open session:

1. The Commission may reconvene in open session to consider establishing a new Police Office eligibility list.

Motion (Holz/Ravn) to reconvene in open session. Carried.

Reconvened in open session at 6:40 P.M.

Motion (Heyel/Holz) to place the names of all six candidates on an eligibility list.

RESULT:	APPROVED
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IX. Adjournment

Motion (Ravn/Heyel) to adjourn. Carried. Adjourned at 6:50 P.M.