



**CITY OF MERRILL**  
**POLICE AND FIRE COMMISSION**  
**MINUTES • THURSDAY NOVEMBER 30, 2017**

**Regular Meeting**

**City Hall Basement Conference Room**

**5:00 PM**

**I. Call to Order**

President Helmstadter called the meeting to order at 5:00 P.M.

Attendee Name	Title	Status	Arrived
Kurt Helmstadter	President	Present	
Carol Holz		Present	
Don Heyel	Vice-President	Excused	
Paul Russell	Aldersperson - First District	Present	
Nicole Johnson		Present	

Also in attendance: City Administrator Dave Johnson, Police Chief Corey Bennett, Fire Chief Dave Savone and City Clerk Bill Heideman. A student was in attendance to tape the open session portion of the meeting for Merrill Productions.

**II. Welcome and Oath of Office for new committee member, Nicole Johnson**

Chairperson Helmstadter welcomed Nicole Johnson, who then signed the oath of office.

**III. Minutes of previous meeting(s):**

**1. Minutes of March 16, 2017 meeting**

Motion (Holz/Russell) to approve.

**RESULT: APPROVED**

**IV. Agenda items to consider:**

**1. Election of Officers**

Motion (Russell/Holz) to approve the following as officers: President: Kurt Helmstadter, Vice-President: Don Heyel, Secretary: Nicole Johnson.

**RESULT: APPROVED**

**V. Status/Update Reports:**

**Police Chief**

Police Chief Bennett reported that no openings in the departments are expected next year. Retirements are possible but not probable.

**Fire Chief**

Fire Chief Savone reported that currently there is no Fire Department eligibility list in place. There have been two applications for the latest opening, one of them will be interviewed.

The Fire Department will soon be participating in a hiring program through the Chippewa Valley Technical Institute. 14 fire departments are currently participating in this program. The goal is to have access to a better “pool” of employee candidates.

Battalion Chief Mike Drury will be retiring. His last day of actual duty will be December 8<sup>th</sup>. To date, two members of the Fire Department have expressed an interest in the Battalion Chief vacancy that will be created by the retirement. Fire Chief Savone and City Administrator Johnson have made the decision to seek candidates for this position both internally and externally.

At this time, four other members of the department are eligible for retirement.

One department member has been off work for three months. Certification and training continues.

**VI. Public Comment Period**

None.

**VII. Establish date, time and location of next meeting**

The next meeting will be at the call of the President.

**VIII. Closed session(s):**

1. The Commission may convene in closed session pursuant to Wisconsin State Statutes Chapter 19.85(1)(b) and 19.85(1)(c) to conduct Police Officer and Fire Department personnel candidate interviews to establish new Police Officer and new Fire Department personnel eligibility lists for future vacancies.

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

Convened in closed session at 5:16 P.M. Attending: Helmstadter, Holz, Russell, N. Johnson, D. Johnson, Savone and Bennett.

**IX. Open session:**

1. The Committee may reconvene in open session to consider establishing new Police Officer and new Fire Department personnel eligibility lists.

Motion (Russell/Holz) to reconvene in open session. Carried. Reconvened in open session at 8:31 P.M.

Motion (Holz/Russell) to approve the one applicant for the Fire Department eligibility list. Carried.

Motion (Holz/Russell) to approve four applicants (Hessil, Gomez, Gorell and Pinkel) for the Police Department eligibility list. Carried.

**X. Adjournment**

Motion (Helmstadter/Holz) to adjourn. Carried. Adjourned at 8:58 P.M.