

MEETING: POLICE & FIRE COMMISSION
PLACE: Common Council Conference Room, 15 S. School St.
DATE: September 26, 2011
TIME: 6:20 p.m.

MINUTES

1. Call to Order and Roll Call

Meeting Called to order at 6:20 p.m.

In Attendance: Oechsner, Bell, Leder, Kern, and Schmidt

Absent:

Others Present: Roger Williams, Bill Stanke, Chris MacNeill, Deanna Boldrey

2. Old Business.

A. Accept minutes of August 22, 2011, meeting.

Motion by Kern, second by Leder to accept the minutes of the August 22, 2011, meeting.

Motion carried 5-0.

3. Citizens Comments.

A request was made by Bill Stanke for clarification of the City's grievance procedure and how it affects a fire fighter. How does the grievance procedure impact the responsibilities of the Police and Fire Commission when discipline and/or discharge issues are brought before the commission? Deanna Boldrey indicated she would research the matter.

Motion by Oechsner, second by Kern to take the agenda items out of order and move item number 5 up in the agenda, to allow Deanna to report on the progress of the search for a new Police Chief. Motion carried unanimously.

5. Report on Progress for the Search of Police Chief and Hiring Process.

Deanna Boldrey reported that there have been seventeen inquires about the position. They have come from the following states: Alaska, Georgia, Florida, Texas, and Wisconsin. Of the seventeen, seven have returned the packet fully completed and four have not returned their packet. The deadline for returning a fully completed application is Friday, September 30, 2011, at 4:00 p.m. After September 30, 2011, the commission will begin the process of evaluating the eligible candidate's applications during the month of October and will then decide which candidates to interview.

Motion by Oechsner, second by Leder to take the agenda items out of order and move item number 6 up in the agenda. Motion carried unanimously.

6. Discuss/Approve Appointment of Former Firefighter.

A discussion was held about Scott Dutzle's request to the Police and Fire Commission and Fire Chief Williams to be reinstated as a firefighter. Motion by Oechsner, second by Leder to reinstate Scott Dutzle as a firefighter effective immediately. Motion carried unanimously.

4. New Business.

A. Fire Department:

I. Personnel Report of Staffing Levels.

Roger Williams reported that the second week in October is Fire Prevention week. The Fire Department is planning an open house with the Auxiliary selling hotdogs and brats. Watch the paper for date and time.

B. Police Department.

I. Personnel Evaluation Update.

Interim Chief MacNeill reported that all personnel evaluations are completed. No concerns reported.

II. Police Intern Program.

Marion University contacted the Mayville Police department requesting Mayville to participate in their intern program. A student studying law enforcement is assigned to the department to gain firsthand knowledge of a working police organization. It's an unpaid activity and the student receives

credit toward their degree. The individual assigned to Mayville will perform 180 hours of service. It should be noted that this individual does not perform the duties of a police officer during this intern program. They perform administrative work and observe. Mayville has accepted a student and he is currently working in the Department.

7. **Convene in Closed Session Pursuant to Wisconsin Statutes 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**
 - A. **Police Department Performance Evaluation Update.**
 - B. **Reconvene into Open Session.**

Motion by Kern, second by Leder to Convene in Closed Session and to include the Police and Fire Commission and Chris MacNeill in Regards to Police Personnel Evaluation Update pursuant to Wisconsin Statutes 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion carried 5-0.

Motion by Oechsner, second by Kern to reconvene into Open Session. Motion carried 5-0.

8. Adjournment.

Motion made by Kern, second by Leder to adjourn at 7:20 p.m. Motion carried 5-0.

Minutes by: Kenneth E. Oechsner

Secretary