

# City of Oconomowoc Police & Fire Commission Meeting

Wednesday, March 6, 2019 @ 5:00 PM

City Hall Conference Room 3

NOTICE: If a person with a disability requires the meeting be accessible or materials at the meeting be in an accessible format, call the City Clerk's office (569-2186) at least 48 hours prior to the meeting to request adequate accommodations.

## Agenda:

1. Call to order, roll call and confirmation of appropriate meeting notification
2. Approve minutes from February 6, 2018 meeting
3. Election of Secretary for the Police and Fire Commission
4. Chief to promote one part-time officer to the position of full-time officer
5. Consider/act on confirmation of Chief's appointment
6. Introduction of Officer
7. Comments from Police & Fire Commissioners
8. Adjourn

  
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Diane Coenen, City Clerk

Members of other City governmental bodies (boards, commission, committees, council, etc.) may attend the above noticed meeting of the Police & Fire Commission to gather information. The only action to be taken at the above noticed meeting will be action by the Police & Fire Commission.

Police & Fire Commissioners should notify the City Clerk's Office at 569-3235 if they are unable to attend.

## Police & Fire Commission Meeting Minutes – February 6, 2019

**Secretary Krauski** called the meeting to order at 5:00 pm and the Deputy Clerk confirmed appropriate meeting notice had been given.

**Members present:** Mercier, Antonneau, Krauski, Wiemer and Non-Voting Council Representative Ellis

**Members excused:** Le Duc

**Staff present:** Buerger, Pfister, Kitsembel and Wallace

*Secretary Krauski requested without objection to move up items 3 and 4*

- 3. Introduction of new PFC Member Don Wiemer and Ex Officio Non-Voting Member Ald. Kevin Ellis:** Krauski introduced the two new members Don Wiemer and Ald. Ellis.
- 4. Election of President for the Police and Fire Commission:** Motion by Mercier to nominate Krauski as President; second by Wiemer. No other nominations were received. Motion by Wiemer to close the nominations; second by Mercier. Both motions carried 4-0. Krauski was elected as Police & Fire President.
- 2. Approve minutes from March 8, 2017 meetings:** Motion by Mercier to approve the March 8, 2017 minutes as written; second by Antonneau. Motion carried 3-0. Wiemer abstained.
- 5. Discuss Chief's request to promote one part-time officer to full-time after March 1, 2019:** Buerger stated there is going to be one vacancy in the Police Department due to the resignation in March of Officer Steve Grabowski. He anticipates another officer retiring in August of 2019 and he expects as many as three additional officers retiring in the next 1 to 2 years. He stated the hiring process isn't the same as it was years ago. There are currently 88 local/county law enforcement offices in the state that are currently hiring. It has become very competitive. He stated we currently have 3 part time officers one of which is interested in the full-time position. Buerger stated the part time officer has gone through the hiring process. He stated this would avoid training costs and this would avoid additional overtime costs, associated with field training as he has already proven himself. Buerger stated he is looking for direction to promote one part-time officer to full-time after March 1<sup>st</sup>. Commissioners agreed to the request. Commissioners discussed where the Police Department is at with the study that was done a couple of years ago and the concerns with the lean coverage they have. Kitsembel stated the City adopted a Strategic Plan this past year and the staffing study was a part of that. She stated an officer is ear marked in a year or two out. Council wasn't ready to make the investment until the City gets through the new facility. She expects this to be talked about at budget time this year.
- 6. Consider/act on the future announcement for examination to establish a new eligibility list for the position of entry level police officer:** Buerger stated the department is requesting approval to start the hiring process. He stated the process is the same as before. The department will accept applications for a month. They plan to advertise in the newspaper and will be posted on Wilenet. Buerger stated they will be using the same vendor for the testing and will be offering the tests on two dates a week day and Saturday. Those that pass the I/O Solutions test will move on to the physical aptitude test. The highest 20 applicants from the physical aptitude would then move on to oral interviews. Background investigations will be conducted. Buerger stated he will then make a recommendation to the Commission for approval.

Motion by Wiemer to approve the future announcement for examination to establish a new eligibility list for the entrance level police officer position presented by the Director of Public Safety, Ron Buerger be approved; second by Antonneau. Motion carried 4-0.

7. **Comments from Police & Fire Commission members:** Wiemer stated he collects Oconomowoc Memorabilia and he found a badge from the 1920's or 1930's that states Police and Fire Commissioner City of Oconomowoc Wis. He showed the Commissioners. Krauski asked for an update on the potential relocation of the Police Department. Buerger stated the City owns the Sentry Building and the budget has been approved. He stated staff is working with FGM Architects on construction documents and design. Staff will be meeting with the architects in February to see where they are at with the plans. They hope to have the plans done in May and then send it out for bid. He hopes to start construction in June with the anticipation of being done in late spring of 2020. He stated the Lake Country Municipal Court will be moving to the new facility.

Motion by Wiemer to adjourn; second by Mercier. Motion carried 4-0. The meeting adjourned at 5:33 p.m.

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Minutes taken by Tina Wallace, Deputy City Clerk