

**VILLAGE OF HARTLAND  
POLICE & FIRE COMMISSION  
MEETING MINUTES  
TUESDAY, September 08th, 2020  
7:00 P.M.  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

- 7:00 PM Meeting called to order by Commission President Lopnow
- Commission Secretary Redlin read the roll for attendance
- Present : Commissioners Riesinger, Redlin, Rebholz, Lopnow
- Absent: Commissioner Patterson
- Also in attendance : Torin J. Misko, Chief of Police, Interim Fire Chief David Jambretz, Captain of Police Stacy Kelsey
- Pledge of Allegiance led by Commission President Lopnow

1. Consideration of a motion to approve the Police and Fire Commission Minutes for the meeting of August 11<sup>th</sup>, 2020.

- a. Motion by Commissioners Rebholz / Riesinger to approve the Hartland Police & Fire Commission minutes for the meeting of August 11<sup>th</sup>, 2020. The motion carried on the unanimous vote of the Commissioners present.

2. Fire Department Update and Monthly Report – Interim Fire Chief David Jambretz.

- a. Interim Fire Chief Jambretz , referencing copies of recently issued weekly reports to the Commission, reported that the Village HFD had a total of 105 calls for service during August, 2020; 26 Fire and 79 EMS
- b. The Chief went on to relate that the HFD was now very busy, especially *since* 8/31/2020.
- c. Chief Jambretz reported that the HFD has scheduled four interviews for new members at this meeting.
- d. The Chief reported that the HFD had recently experienced three of its staff members test positive for COVID-19 and they were quarantined for the requisite 14 days. Each has returned without symptoms at this time.
- e. According to Interim Chief Jambretz the HFD is now involved in the implementation of the new MABAS [Mutual Aid Box Alarm System] being implemented in Waukesha County.
- f. Chief Jambretz reported that the HFD will be presenting its Budget for the next fiscal year to the Village Board on 9/16/2020 at 5:30 PM. He noted that the Department's SCBA [Self Contained Breathing Apparatus] equipment is scheduled for replacement; includes ~30 tanks and 50 masks having been acquired in 2007. The cost is expected to be ~ \$6,000 per unit .
- g. Interim Chief Jambretz indicated that he had a meeting with an individual who, is a paramedic and has the MPO certification and who recently resigned from the HFD to move to a full-time fire department position.

3. Police Department Update and Monthly Report –Chief of Police Torin J Misko

- a. Chief Misko reported that the HPD plans to present *its* Budget to the Village Board at 5:00PM on 9/17/2020, including scheduled replacement of “Squad #6”. The Chief noted that 91% of the HPD budget is “personnel”, with the majority of staff under union contract. Certain expenses for the HPD, “office related”, are down 2.9% due to a “rearranging of costs” .
- b. Chief Misko related that the HPD had met last month with the Department Secretary of the DHS [Federal Dept of Homeland Security] regarding recent Domestic Terrorism and Riots in the USA. Also, the Chief related that the HPD had been recently involved in responding as part of participation with other agencies’ Civil Disturbance Units, to calls for service in the City of Wauwatosa.
- c. The Chief then reported that the HPD has now received and begun using two new squads.
- d. According to Chief Misko, plans for the Arrowhead High School annual Homecoming Parade in Downtown Hartland have been cancelled, due to COVID-19.
- e. Chief Misko reported that the HPD had recently been involved in responses to two “overdose” emergencies, each of which resulted in the death of the individuals, aged 19 and 61; each is being investigated at this time.
- f. According to the Chief, Wisconsin now has a new “Victim’s Rights” Law [Marcy’s Law] and the HPD is now required to complete new *Victim Information* forms, as created by the Victim Rights Coordinator, in the Waukesha County District Attorney’s Office. Chief Misko has overseen the development of new HPD procedures to ensure that the Department is in compliance with the new Law.
- g. Chief Misko related that, recently, the HPD responded to a car crash at the local “Sweet Dreams” custard and dining establishment involving an individual who, apparently, lost control of a motor vehicle resulting in it crashing into and through the front of the store. No injuries have been reported.
- h. Additionally, the Chief reported that a motor vehicle crash in the Hartridge Subdivision involved an apparently inebriated operator crashing into a garage.
- i. The Chief reported that the HPD responded recently to a call for service involving a domestic incident, precipitating an arrest involving the use of force. No weapon was found on the suspected perpetrator.

4. Discussion and consideration of amending the Rules and Regulations of the Village of Hartland Police and Fire Commission

The Commissioners reviewed, again, the detailed, printed, proposed revisions to its Rules and Regulations, which revisions the HPFC reviewed, in detail, at length, during its regular meeting held on 8/11/2020. Those changes had emanated from a planned meeting held on July 30, 2020 between HPFC Secretary Redlin and HPFC Attorney Joel Aziere. The Commissioners received a report from Commission Secretary Redlin on a further meeting with Commission Attorney Aziere on 9/2/2020, wherein Atty Aziere concurred with each of the revisions the Commission had included in its proposed revised draft of the Rules and Regulations on 8/11/2020. On MOTION of Secretary Redlin, seconded by Commissioner Riesinger, the Commissioners present voted unanimously to tentatively *adopt* the revised Rules and Regulations, subject to final review and Action to Adopt at the next HPFC regular meeting, currently scheduled for 10/13/2020. The Final Draft of the Proposed Revised Rules and Regulations, dated 9/8/2020 are attached hereto as an Exhibit.

5. Discussion and consideration of the hiring process for position of Fire Chief and establish a plan for advertising, candidate selection and interviewing candidates.

The Commissioners discussed again, at some length, the process for appointing a Fire Chief, as contained in the existing Village of Hartland HPFC Rules and Regulations. In light of the planned revisions suggested during the discussions held at point #4. , above, the Commissioners determined that they would, *before* involving the Village Administrative Team in advertising and soliciting applications from *outside* of the HFD, *first* solicit input from the Interim Fire Chief and the HFD cadre regarding the prevailing levels of qualifications, training and experience in similar area-wide Fire Departments / Agencies. The Commissioners *also* requested that Interim Chief Lambretz submit *his own* comprehensive resume' and application for the position for consideration at the next regular HPFC meeting on October 13, 2020.

6. Closed Session

Presiding Commission President Loppnow requested a Motion to recess into Closed Session pursuant to State 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, to interview candidate(s) for the open HFD Firefighter and EMT positions. [ROLL CALL VOTE]

On motion of Commissioners Redlin / Rebholz to *enter* closed session, the roll call vote to *enter* closed session was taken as follows:

Commissioners Riesinger "yes", Redlin "yes", Loppnow "yes", Rebholz "yes"

The commission *entered* closed session at 19:54

**N.B. Police Chief Misko and Police Captain Kelsey exited the meeting at 19:55**

On motion of Commissioners Redlin/ Riesinger the roll call vote to *exit* closed session was taken as follows:  
Commissioners Riesinger "yes", Redlin "yes", Loppnow "yes", Rebholz "yes"

The Commission *exited* closed session at 20:38.

7. Motion to refer Fire Department Staffing matter to the Interim Fire Chief for any further requisite action

Commissioners Loppnow / Rebholz made a Motion to approve and recommend, to Interim Fire Chief Jambretz, for any requisite further personnel action, the Fire Department Staffing matter involving the hiring of Eric Alan Roos, Allison Rae Edred, Kenton Charles Wilk and Joey Trevor Gryszkiewicz, each of whom the Commissioners had interviewed in closed session. The motion carried on the unanimous vote of the Commissioners present.

8. Consideration of a Motion to Adjourn

There being no further matters to come before the Village of Hartland Police and Fire Commission and, on motion of Commissioners Rebholz / Riesinger, the Commission voted unanimously to adjourn.

Meeting adjourned at 20:39.

Respectfully submitted,

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Ralph R. Redlin, Commissioner  
Commission Secretary

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Susan M. Loppnow, Commissioner  
Commission President