

**POLICE AND FIRE COMMISSION AGENDA
TUESDAY, MAY 11, 2021
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Roll Call
Pledge of Allegiance

1. Consideration of a motion to approve the Police and Fire Commission minutes of March 9, 2021.
2. Election of Officers
3. Overview of the Fire Department Annual Report
4. Fire Department Update and Monthly Report
5. Overview of the Police Department Annual Report
6. Police Department Update and Monthly Report
7. Adjourn

Darlene Igl
Village Clerk

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, Village Clerk, at 262/367-2714. The Municipal Building is handicap accessible.

Individuals attending public meetings in person will be required to **maintain appropriate social distancing**, (i.e., maintain a 6-foot distance) and be **free of symptoms** related to COVID-19.

**VILLAGE OF HARTLAND
POLICE & FIRE COMMISSION
MEETING MINUTES
Tuesday, March 09th, 2021
7:00 P.M.**

BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

- 7:02 P.M. Meeting called to order by Commission President Loppnow
 - Commission Secretary Redlin read the roll for attendance
 - Present : Commissioners Redlin, Rebholz, Loppnow, Riesinger, Patterson
 - Also in attendance : Police Chief Torin J. Misko, Fire Chief David Jambretz
 - Pledge of Allegiance led by Commission President Loppnow
1. Consideration of a motion to approve the Police and Fire Commission Minutes for the meeting of February 06th, 2021.
 - a. Motion by Commissioners Patterson / Riesinger to approve the Hartland Police & Fire Commission minutes for the meeting of February 06th, 2021. The motion carried on the unanimous vote of the Commissioners.
 2. Fire Department Update and Monthly Report - Fire Chief David Jambretz.
 - a. Chief Jambretz reminded the Commissioners that a weekly update is sent to keep them abreast of “happenings” within the HFD and then went on to remark that, overall, calls were down by eight year-to-date, there having been two more than last year during January and ten fewer in February.
 - b. The HFD has been “active” lately, according to the Chief, including a particularly challenging call to deal with a fire in a local Horse Barn, which was situated down a long driveway and required the extensive use of hoses to reach.
 - c. The Chief reported that HFD was involved in fighting a structure fire in the Town of Merton which had been reported by a “passer-by” and required the cooperative effort of several local agencies.
 - d. According to Chief Jambretz, the ongoing remodeling project for the Firehouse is “nearing completion”, with the new Dorm Area now in place.
 - e. The HFD is reviewing its list of older equipment with an eye toward consolidation and disposition of redundant or items no longer needed / in use.
 3. Police Department Update and Monthly Report – Police Chief Torin Misko
 - a. Chief Misko was pleased to report that the HPD had recently been notified that the Hartland Area Chamber of Commerce has bestowed one of its “KUDOS” awards to the HPD.
 - b. Additionally, the Chief related that the HPD’s Civil Disturbance Unit had also been recognized for a TEAM AWARD for its work during recent Area activities in support of other local municipalities.
 - c. The Chief reported on the updated condition of the HPD Officer who was recently injured (see last month’s report). The Officer has recently had more surgery and is now back at home, recuperating from that.
 - d. According to Chief Misko the HPD will be experiencing “Staffing Challenges”, due to the injured Officer on leave and the Maternity / Family leave scheduled for another Officer, gone from mid-June through mid-July. Also, the HPDs newest Officer is in Training with the Police Academy.

- e. Chief Torin also reported that the HPD has recruited a new Part-Time Clerk who is now “on staff”.
- f. According to Chief Misko, the HPD was involved in an extensive, multi-agency “missing person” search recently, as was reported in the HPD weekly updates to the Commission.
- g. The HPD has, according to the Chief, been exceptionally busy with “well-being checks” this year, so far; each such call may involve an Officer for a complete duty-shift. The inordinately high number of such calls-for-service has put an additional strain on scheduling / staffing, requiring everyone to step up and handle the extra service calls.

N.B. HPD Chief Misko was excused and exited this HPFC meeting at 1935

At the conclusion of the Police Department report, and before the Commission entered Closed Session, HFD Chief Jambretz continued *his* report from earlier tonight and elaborated on the HFD existing Org Chart and the currently “Open-Unfilled” positions thereon.

- 4. 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, for interviewing candidates for Fire Lieutenant and Fire-Fighter. [ROLL CALL VOTE]

- Items: 1) Conduct oral interviews of HFD Lieutenant Officer Candidates
- 2) Conduct oral interview of Fire Fighter Candidate

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

Commissioners ... Redlin “yes”, Loppnow “yes”, Rebholz “yes”, Riesinger “yes”, Patterson “yes”

The commission *entered* closed session at 19:40

On motion of Commissioners Riesinger / Patterson the roll call vote to *exit* closed session was taken as follows:

Commissioners ... Redlin “yes”, Loppnow “yes”, Rebholz “yes”, Riesinger “yes”, Patterson “yes”

The Commission *exited* closed session at 20:37

- 5. Motion to refer Fire Department Staffing matter to the Fire Chief and Command Staff for any further requisite action

Commissioners Rebholz / Riesinger made a Motion to approve and recommend, to Fire Chief Jambretz and the HFD Command Staff, for any requisite further personnel action, the Fire Department Staffing matter involving the hiring / promotion of Jacob Notch, Nick Shimel and Olivia M. Gill, each of whom the Commissioners had interviewed in closed session. The motion carried on the unanimous vote of the Commissioners.

6. 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 / Patterson, the Commission voted unanimously to adjourn.

Meeting adjourned at 20:38.

Respectfully submitted,



Ralph R. Redlin, Commissioner
Commission Secretary

Susan M. Loppnow, Commissioner
Commission President