



SPECIAL BOARD OF POLICE AND FIRE COMMISSIONERS AGENDA

June 30, 2025 at 4:00 PM

**City Hall - Conference Room 106, 828 Center Avenue,
Sheboygan, WI**

Persons with disabilities who need accommodations to attend the meeting should contact the Human Resources Department, 828 Center Ave, Sheboygan, at 920-459-3316.

OPENING OF MEETING

1. Roll Call
2. Call to Order
3. Pledge of Allegiance

MINUTES

- [4.](#) Approval of Minutes - June 17, 2025

ANNOUNCEMENTS AND CORRESPONDENCE

5. **Public Comment**

Public may speak up to 3 minutes per person on topics relevant to the agenda

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Discuss next scheduled meeting

CLOSED SESSION

7. Consideration of moving into closed session pursuant to Wis.Stat.sec. 19.85(1)(a) and (b) to deliberate with respect to charges filed against Lieutenant William Adams and the remand of the Commission's Findings, Determination, and Order dated December 26, 2025 pursuant to the Circuit Court Order filed May 30, 2025.

8. Police Department personnel discussion

RECONVENE IN OPEN SESSION

9. Consideration of moving into open session to take action with respect to any matter properly discussed in closed session.

NEXT MEETING

10. Next scheduled meeting: *TBD*

ADJOURN

11. Call to Adjourn

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

*City Hall • Mead Public Library
Sheboygan County Administration Building • City's website*

CITY OF SHEBOYGAN**BOARD OF POLICE AND FIRE COMMISSIONERS MINUTES****Tuesday, June 17, 2025**

MEMBERS PRESENT: Corrado Cirillo, Larry Samet, Kristin Stearns, Ann Steenwyk

MEMBERS EXCUSED: Claudia Krepsky

STAFF/OFFICIALS PRESENT: Fire Chief Eric Motellano, Police Chief Kurt Zempel, City Administrator Casey Bradley, HR Director Kelly Hendee, Attorney Eric Hagen, HR Generalist Tatum Clayton

OPENING OF MEETING

1. Roll Call
2. Call to Order

President Samet called the meeting to order at 4:06 P.M.

3. Pledge of Allegiance

MINUTES

4. Approval of Minutes
 - May 20, 2025 Regular Meeting
 - June 11, 2025 Special Meeting

MOTION TO APPROVE MINUTES FROM MAY 20, 2025 AND JUNE 11, 2025.

Motion made by Steenwyk, Seconded by Cirillo.

Voting Yea: Cirillo, Samet, Steenwyk.

Abstaining: Stearns.

5. IHO process information

Attorney Hagen explained the Independent Hearing Officer role and how IHOs can assist Police and Fire Commissions during a hearing process. The PFC is able to determine when they would like to call upon an IHO to assist them. The IHO would go through the evidentiary portion on behalf of the commission and would synthesize and present information from the hearing to the PFC for their decision.

6. Establishing commission rules and regulations

Attorney Hagen generally explained the roles of rules and regulations for PFCs. There was discussion regarding residency requirements for non-rep personnel and job descriptions with Attorney Hagen.

The PFC requested that the Fire Chief, Police Chief, City Administrator, and HR Director review a sample rules and regulations document provided by Attorney Hagen and make recommendations and suggestions to the PFC at the August 2025 regular meeting.

CLOSED SESSION

7. Motion to convene in closed session under the exemption provided in Wisconsin State Statute §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 TO CONVEIN IN CLOSED SESSION

Motion made by Stearns, Seconded by Cirillo.

Voting Yea: Cirillo, Samet, Stearns, Steenwyk.

MEMBERS PRESENT: Cirillo, Samet, Stearns, Steenwyk

MEMBERS EXCUSED: Krepsky

STAFF/OFFICIALS PRESENT: Chief Montellano, Chief Zempel, Administrator Bradley, Director Hendee, Attorney Hagen, Clayton

8. Police Department personnel discussion
9. Fire Department personnel discussion

RECONVENE IN OPEN SESSION**MOTION TO RECONVENE IN OPEN SESSION**

Motion made by Stearns, Seconded by Cirillo.

Voting Yea: Cirillo, Samet, Stearns, Steenwyk.

10. Next scheduled meeting: June 30, 2025 at 4:00 P.M.

ADJOURN

11. Call to Adjourn

President Samet adjourned the meeting at 5:06 P.M.

No further business.