



MINUTES CITY OF WAUPUN

Special Police & Fire Commission (PFC) Meeting
Waupun Safety Building – 16 E. Main Street, Waupun
Wednesday, June 25, 2025 at 4:30pm

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

CALL TO ORDER

Meeting convened at 4:35pm by PFC President.

ROLL CALL

Present: John Bett (PFC Vice President), Bambi Buchholz (PFC Citizen), Teresa Heidemann (PFC Citizen), WFD Chief BJ DeMaa, WPD Chief Jeremy Rasch, Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President)
Member(s) absent (excused): Bobbi Jo Kunz (Council Member-Ex Officio)
Guests: N/A

(No content changes to published Agenda, however order of items changed due to applicant timing/readiness.)

MINUTES FROM PREVIOUS MEETINGS

Minutes from May 14, 2025 meeting presented for approval. Motion to approve minutes as submitted at 4:36pm by J. Bett and B. Buchholz second; all in favor, motion passed.

GENERAL DISCUSSION AND EXCHANGE OF INFORMATION CONCERNING THE NORMAL OPERATIONS OF THE WAUPUN POLICE DEPARTMENT

WPD Chief Rasch provided the following update:

- Staffing: C. Hensen – Doing well in the academy, entering phase 3. Officer returned to full duty 6/3/25. Officer has been deployed.
Officer Dumke received recognition for his 5 year anniversary at the city of Waupun Employee Banquet. Officer Warner has completed 3 years of service in May; Lt Brzezinski completed 21 years of service in June.
- Training: In May completed K9 Training (Officer Halverson), Defensive Tactics (Department-wide training), WI FBINAA Conference (Chief Rasch), FBI Cyber Crimes Training (Lt Williams), 420 for Patrol (Officers Knudson/Warner), Pursuit/Vehicle Contacts (Lt Kreitzman, Officer Halverson, Officer Knudson, Officer Hopp, Detective Konkel). In June completed Crime Scene Processing (Detective Konkel), Arson investigation Conference (Officer Hopp), K9 Training (Officer Halverson), Vehicle Searches/Hidden Compartments (Officer Knudson), Drug Recognition Expert Re-certification (Lt Navis), LIDAR “Laser” Speed Certification (Officers Warner/Roberts), Instructor Development (Officer Schnell), Collective Bargaining (Deputy Chief Sullivan, Chief Rasch), Firearms Training (department wide).
- Equipment: 2025 Squad – Outfitted and in service (this replaced the squad that was totaled last year).
- Community Engagement: In May, attended/participated in FDL County Law Executive meeting, Waupun High School Prom Event, WBEV Community Comment, Dodge County Law Enforcement Memorial Event, Fond du Lac County Law Enforcement Memorial Event, Celebrate Waupun Board Meeting, Cops on a Rooftop for Special Olympics, Multi Lingual Family Night @ RRIS, Waupun Library Board Meeting, Self-harm/Overdose Response Team Meeting, Cop Car Visit with 1st Grade students and numerous sporting events. In June, attended/participated in Bike Rodeo Event, Waupun Business Alliance Golf Outing, Celebrate Waupun Board Meetings (3), Candace Wojahn Swimming Program 10 Year Anniversary Event, Parks Program - Popcorn Giveaway, Dodge County Law Executive Meeting and Dodge County Cops and Bobbers Fishing Event.
- Calls for service: May 2025 Calls for Service – 934; May 2025 Criminal Arrests/Referrals – 18.

- Operations:
 - CSI LLC Policy Development – Working w/CSI to provide most up to date WILEAG approved policies, 16% completed
 - Sunrise Counseling Services – working with Sunrise to provide staff with the annual mental health check ins. 2 staff had ride along/meeting with counselor.
 - 2026 Budget – Initial budget requests have been submitted. Item mostly equipment and known line items; i.e. patrol vehicle, K9 vehicle, radio replacements)
 - The Narcan Direct for Law Enforcement Grant was renewed and the new supply was distributed to staff.
 - Union Contract – The city and the union are opening the contract reference talks or bargaining for a schedule change. This will begin in July.
 - PFC inquired about staffing for upcoming Celebrate Waupun; Chief Rasch noted the plan includes additional staff.

(Chief Rasch left meeting after providing report.)

CLOSED SESSION

The Waupun Police and Fire Commission adjourned into closed session under Section 19.85 (1) (c) of the WI Statutes to conduct interviews with a qualified applicant for employment for the open Firefighter vacancy.

(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 go into Closed Session at 4:51pm was made by J. Bett and B. Buchholz second; all in favor, motion passed.

OPEN SESSION

The Waupun Police and Fire Commission reconvened in open session under Section 19.85(2) of the WI Statutes at 5:13pm after motion from T. Bett and B. Buchholz second; all in favor, motion passed.

ACTION FROM CLOSED SESSION

Motion at 5:14pm to make a conditional offer (criminal background check/work history/reference checks) to interviewed candidate A. Zavala Gomez made by T. Rhodes and T. Heidemann second; all in favor, motion passed.

CONSIDERATION - ACTION

Appointment of two EMS Captains was presented to PFC for approval.

Motion at 5:17pm to approve Steve Metz (Training/Compliance) and Lance Thomas (Schedule/Supplies) made by J. Bett and T. Heidemann second; all in favor, motion passed.

GENERAL DISCUSSION AND EXCHANGE OF INFORMATION CONCERNING THE NORMAL OPERATIONS OF THE WAUPUN FIRE DEPARTMENT

WFD Chief DeMaa provided the following update:

- Staffing: Dave Duer and Wayne Opperman retired after 53+ years of combined service; grateful for their service to the WFD and the City of Waupun.
- Training/Equipment: Received our LUCAS 3 device through the Healthcare Infrastructure Grant. The LUCAS device is a piece of equipment which provides chest compressions in a consistent/effective manner; this is helpful for situations requiring long-term compressions and frees up firefighters for other needs.
- Calls for service: 343 total calls year-to-date (last year this time: 314)

- Operations:
 - Merger discussion with townships continues; K. Schlieve met with full group of Township Board members who voted unanimously to approve moving forward; next step is to develop detailed agreement
 - Dodge County Public Safety radio: Consultant TUSA is reviewing geographic coverage capabilities to determine best plan as it relates to system, strength, etc.
 - Received 96 cases (about 2,300 cans) of drinking water from Anheuser Busch (promotional trailer was parked at Safety Building) through their Emergency Drinking Water for Wildland Firefighters program.
 - EMS is conducting meetings with area EMS groups and vendors for a new scheduling system

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

The next Commission meeting is to-be-scheduled at the Waupun Safety Building. The PFC meets quarterly, at minimum. If necessary, please send any agenda requests to Chief DeMaa or Chief Rasch so appropriate preparation(s) can be made.

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ADJOURNMENT

Motion at 5:26pm to adjourn meeting made by J. Bett and T. Rhodes second; all in favor, motion passed.

Respectfully submitted,
Tara Rhodes, Secretary