



**MINUTES**  
**CITY OF WAUPUN POLICE & FIRE COMMISSION (PFC)**  
**Waupun Safety Building – 16 E. Main Street, Waupun WI**  
**Wednesday, February 15, 2023 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 4:31pm by PFC President in the Waupun Safety Building.

**ROLL CALL**

Present: John Bett, Bambi Buchholz, Teresa Heidemann, Tara Rhodes, Mike Thurmer, Waupun Police Department (WPD) Chief Scott Loudon, (WPD) Deputy Chief Jeremy Rasch.

Member(s) absent (excused): Waupun Fire Department (WFD) Chief BJ DeMaa

Guests: N/A

**MINUTES FROM PREVIOUS MEETINGS**

Minutes from the December 28, 2022 meeting were presented for approval. Two edits identified for updates in "General Discussion..." section: 1) WFD abbreviation to WPD and 2) clarification for dotpoint related to staffing. Motion to approve was made at 4:34pm, with these two edits, by J. Bett (T. Heidemann second; all in favor).

**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 qualified applicants for employment for the open Patrol Officer position.

*(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 4:36pm was made by B. Buchholz (second by T. Heidemann; all in favor).

**OPEN SESSION**

The Waupun Police and Fire Commission reconvened in open session under Section 19.85(2) of the WI Statutes at 6:17pm after motion from J. Bett (second by B. Buchholz; all in favor).

**ACTION FROM CLOSED SESSION**

Motion at 6:18pm to extend conditional offer to candidate A. Schnell was made by J. Bett (second by T. Heidemann; all in favor). Motion at 6:20pm to place candidates J. Leyva and J. Voigt on eligibility list for consideration for future vacancies was made by T. Rhodes (second by B. Buchholz; all in favor).

**FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION**

Next Commission meeting is to-be-scheduled (the Commission meets quarterly, at minimum).

If necessary, please send any agenda requests to Chiefs BJ DeMaa or S. Loudon so appropriate preparation(s) can be made.

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**ADJOURNMENT**

Motion to adjourn meeting at 6:21pm made by T. Rhodes (second by J. Bett, all in favor).

Respectfully submitted,  
Tara Rhodes, Secretary