



**MINUTES**  
**CITY OF WAUPUN**  
**Police & Fire Commission (PFC) Special Meeting**  
**Waupun Safety Building – 16 E. Main Street, Waupun**  
**Wednesday, October 29, 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, Bobbi Jo Kunz (Council Member-Ex Officio), Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President)

Member(s) absent (excused): N/A

Guests: N/A

**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 EMR and Firefighter vacancies.

*(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 J. Bett and T. Heidemann 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 6:23pm after motion from J. Bett and T. Rhodes second; all in favor, motion passed.

**ACTION FROM CLOSED SESSION**

Motion at 6:24pm to make a conditional offer (criminal background check/work history/reference checks) to interviewed candidates R. Underwood, C. Shine and R. Guenzel was made by T. Rhodes and J. Bett second; all in favor, motion passed.

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

The next Commission meeting is to-be-determined in 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 6:26pm to adjourn meeting made by T. Heidemann and B. Buchholz second; all in favor, motion passed.

Respectfully submitted,  
Tara Rhodes, Secretary