



**A G E N D A**  
**CITY OF WAUPUN SPECIAL POLICE AND FIRE**  
**COMMISSION MEETING**  
**Waupun Safety Building-16 E. Main Street,**  
**Waupun**  
**Thursday, January 18, 2024 at 4:30 PM**

**CALL TO ORDER**

**ROLL CALL**

**MINUTES FROM PREVIOUS MEETING**

1. Approval of minutes from the January 4, 2024 Police and Fire Commission Meeting

**CLOSED SESSION**

The Waupun Police and Fire Commission will adjourn in 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.

2. Applicant 1 - Application & Resume
3. Applicant 2 - Application & Resume
4. Applicant Interview Questions - PFC

**OPEN SESSION**

The Waupun Police and Fire Commission will reconvene in open session under Section 19.85(2) of the WI Statutes.

**ACTION FROM CLOSED SESSION**

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

**ADJOURNMENT**

*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.*



**MINUTES**  
**POLICE & FIRE COMMISSION (PFC) MEETING**  
Waupun Safety Building – 16 E. Main Street, Waupun  
Thursday, January 4, 2024 at 5:00pm

*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 5:03pm by PFC President in the Waupun Safety Building.

**ROLL CALL**

Present: John Bett (PFC Vice President), Bambi Buchholz (PFC Citizen), Teresa Heidemann (PFC Citizen), Bobbi Jo Kunz (Council Member-Ex Officio), Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President)  
Interim Chief Jeremy Rasch joined for third (external) applicant interview during closed session and remained in meeting until adjournment.

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

Guests: N/A

**MINUTES FROM PREVIOUS MEETING**

Minutes from the December 13, 2023 were presented for approval. Motion to approve minutes as submitted at 5:04pm by J. Bett, B. Buchholz second; all in favor, motion passed.

**WPD CHIEF UPDATE**

M. Thurmer shared he is coordinating with Kathy Schlieve, City Administrator/Economic Development, the dates/times/locations/approach for the two WPD Chief public forums; likely to occur the end of January. M. Thurmer requested PFC members to be present at both forums if possible. There will be a (required) public notice send out for these sessions; minutes will not be taken. M. Thurmer noted that once the WPD Chief posting is approved by the City Council, it would be posted for seven days; and based on this timing expect for WPD Chief interviews with PFC to be conducted in early February.

Feedback from the recently completed WPD staff meetings has been shared with the Riesling Group who will adapt into interview questions which will be used during the WPD Chief interviews.

**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 three (3) qualified applicants for employment for the open Lieutenant position (Third Shift):

*(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 5:22pm was made by T. Rhodes, J. Bett 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 8:16pm after motion from J. Bett, B. Buchholz second; all in favor, motion passed.

**ACTION FROM CLOSED SESSION**

The PFC confirmed Interim Chief Rasch joined the PFC meeting for the interview for the third candidate during closed session.

The PFC recognizes the selection of the Lieutenant is at the discretion of the Chief and therefore PFC interview results are being forwarded to Interim Chief J. Rasch post-meeting.

**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 Chief BJ DeMaa or Interim Chief J. Rasch so appropriate preparation(s) can be made.

*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.*

**ADJOURNMENT**

Motion to adjourn meeting at 8:18pm made by J. Bett, B. Buchholz second; all in favor, motion passed.

Respectfully submitted,  
Tara Rhodes, Secretary