



**A G E N D A**  
**CITY OF WAUPUN POLICE AND FIRE COMMISSION**  
**MEETING**  
**Waupun Safety Building-16 E. Main Street,**  
**Waupun**  
**Wednesday, September 28, 2022 at 4:30 PM**

**CALL TO ORDER**

**ROLL CALL**

**MINUTES FROM PREVIOUS MEETING**

- [1.](#) Approval of minutes from the September 21, 2022, Police and Fire Commission Meeting
- [2.](#) Approval of minutes from the September 23, 2022, Police and Fire Commission Meeting

*No Public Participation after this point.*

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

1. Discuss League of WI Municipalities for Police and Fire Commission training on November 4th from 9:00 am-3:15 pm.

**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**  
**CITY OF WAUPUN POLICE & FIRE COMMISSION (PFC)**  
**Waupun Safety Building – 16 E. Main Street, Waupun WI**  
**Wednesday, September 21, 2022 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 4:30pm by PFC President in the Waupun Safety Building.

**ROLL CALL**

Present: John Bett, Bambi Buchholz, Teresa Heidemann, Tara Rhodes, Mike Thurmer, Nancy Vanderkin (City Council Liaison), Waupun Fire Department (WFD) Chief BJ DeMaa

Guests: Rohn Bishop, Mayor; Tim Franz, Public Administration Associates LLC Recruitment Services; Kathy Schlieve, City Administrator

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

**MINUTES FROM PREVIOUS MEETINGS**

Minutes from the July 20, 2022 meeting were presented for approval. Motion to approve by J. Bett ( T. Heidemann second; all in favor). Minutes approved as presented.

**AGENDA CHANGE**

Motion to adjust agenda to move into closed session as first agenda item at 4:35pm made by T. Rhodes (J. Bett 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 consider Interim Fire Chief and Emergency Management Assignment.

*(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 4:39pm was made by T. Rhodes (second by B. Buchholz, 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 4:44pm after motion from T. Rhodes (second by J. Bett all in favor).

**ACTION FROM CLOSED SESSION**

No action from closed session.

Motion at 4:45pm to table items listed in the agenda under "General Discussion and Exchange of Information Concerning the Normal Operations of the Waupun Police Department and Waupun Fire Department" for future discussion at a later date was made by T. Heidemann (second by B. Buchholz; all in favor).

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

(Tabled) Discuss and approve Fire Chief & Emergency Management Director recruitment process

(Tabled) Approve recommendations to the Waupun Common Council to retain a professional service firm to support recruitment of Fire Chief and Emergency Management Director

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

Next Commission meeting is Wednesday, September 28<sup>th</sup>, 2022 (the Commission meets quarterly, at minimum). If necessary, please send any agenda requests to Chiefs BJ DeMaa or S. Louden 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 4:47pm made by J. Bett (second by T. Heidemann; all in favor).

Respectfully submitted,  
Tara Rhodes, Secretary

*Cc: Commission members; WFD Chief; WPD Chief, Deputy Chief & Admin./Records; City of Waupun Mayor, Administrator / Director of Economic Development & City Clerk.*



**MINUTES**  
**CITY OF WAUPUN POLICE & FIRE COMMISSION (PFC)**  
**Waupun Safety Building – 16 E. Main Street, Waupun WI**  
**Friday, September 23, 2022 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 4:30pm by PFC President in the Waupun Safety Building.

**ROLL CALL**

Present: John Bett, Teresa Heidemann, Tara Rhodes, Mike Thurmer, Nancy Vanderkin (City Council Liaison)

Guests: Kathy Schlieve, City Administrator

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

**CONSIDERATION-ACTION**

The Commission received a letter dated 9/22/22 from Chief BJ DeMaa addressed to the Police & Fire Commission included with the agenda. The Commission discussed consideration to reinstate Chief BJ DeMaa to role of Fire Chief and Director of Emergency Management.

Motion to reinstate Chief BJ DeMaa to role of Fire Chief and Director of Emergency Management at 4:33pm made by J. Bett (second by T. Heidemann all in favor).

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

Next Commission meeting is September 28, 2022 (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.

*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 4:35pm made by T. Rhodes (second by T. Heidemann all in favor).

Respectfully submitted,  
Tara Rhodes, Secretary

*Cc: Commission members; WFD Chief; WPD Chief, Deputy Chief & Admin./Records; City of Waupun Mayor, Administrator / Director of Economic Development & City Clerk.*