



A G E N D A
CITY OF WAUPUN
Police and Fire Commission Meeting
Waupun Safety Building-16 E. Main Street, Waupun
Wednesday, March 20, 2024 at 4:45 PM

CALL TO ORDER

ROLL CALL

MINUTES FROM PREVIOUS MEETING

- [1.](#) Approval of minutes from the January 18, 2024 Police and Fire Commission Meeting
- [2.](#) Approval of minutes from the February 1, 2024 Police and Fire Commission Meeting
- [3.](#) Approval of minutes from the February 12, 2024 Police and Fire Commission Meeting

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

CONSIDERATION-ACTION

4. Approve promotion of EMS Compliance Captain

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 18, 2024 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 (PFC Vice President), Bambi Buchholz (PFC Citizen), Teresa Heidemann (PFC Citizen), Bobbi Jo Kunz (Council Member-Ex Officio), Interim Police Chief Jeremy Rasch, Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President)
Member(s) absent (excused): N/A
Guests: N/A

MINUTES FROM PREVIOUS MEETING

Minutes from the January 4, 2024 were presented for approval. Motion to approve minutes as submitted at 4:32pm by J. Bett, B. Buchholz second; all in favor, motion passed.

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 two (2) 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 4:34pm was made by T. Rhodes, 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 6:06pm after motion from J. Bett, T. Heidemann second; all in favor, motion passed.

ACTION FROM CLOSED SESSION

Motion at 6:06pm to extend conditional offer to candidate E. Effert and place candidate L. Nordskog on eligibility list was made by T. Rhodes, B. Buchholz second; all in favor, motion passed.

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

City of Waupun Police Chief Forums are scheduled for January 23 at 1pm and January 24 at 6pm and will be held at the Senior Citizens Center. The community is invited to attend to meet the police chief candidate(s) and to provide feedback to the PFC on the hiring process as it pertains to the public safety needs of the community. PFC members are encouraged to attend both sessions.

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 6:17pm made by J. Bett, T. Heidemann second; all in favor, motion passed.

Respectfully submitted,
Tara Rhodes, Secretary



MINUTES
POLICE & FIRE COMMISSION (PFC) MEETING
Waupun City Hall – 201 E. Main Street, Waupun
Thursday, February 1, 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 5:00pm by PFC President in the Waupun City Hall.

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)

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

Guests: Kathy Schlieve (City Administrator): joined Closed Session at 5:39pm

CLOSED SESSION

The Waupun Police and Fire Commission adjourned into closed session under Section 19.85 (1) (c) of the WI Statutes to finalize interview questions for filling of the Police Chief vacancy. The PFC resourced compiled results from the survey provided to the public and a bank of questions provided by the consultant, Riesling Group and a peer community for closed session.

(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 5:01pm was made by J. Bett, 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 6:33pm after motion from J. Bett, T. Heidemann second; all in favor, motion passed.

ACTION FROM CLOSED SESSION

There was no action from Closed Session.

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

The next Commission meeting is scheduled for 4:30pm Monday, February 12 at the Waupun City Hall.

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 6:34pm made by J. Bett, T. Heidemann second; all in favor, motion passed.

Respectfully submitted,
Tara Rhodes, Secretary



MINUTES
POLICE & FIRE COMMISSION (PFC) MEETING
Waupun City Hall – 201 E. Main Street, Waupun
Monday, February 12, 2024 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 4:33pm by PFC President in the Waupun City Hall.

ROLL CALL

Present: John Bett (PFC Vice President), Bambi Buchholz (PFC Citizen), Teresa Heidemann (PFC Citizen), Bobbi Jo Kunz (Council Member-Ex Officio; joined at 4:42p), Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President),

Member(s) absent (excused):

Guests: Kathy Schlieve (City Administrator), Debra Hettnick (Riseling Group), FDL County Sheriff Ryan Waldschmidt

Motion at 4:34pm to include guests (K. Schlieve and subject-matter-experts Sheriff R. Waldschmidt and D. Hettnick) in closed session was made by J. Bett, T. Heidemann second; all in favor, motion passed.

CLOSED SESSION

The Waupun Police and Fire Commission adjourned into closed session under Section 19.85 (1) (c) of the WI Statutes to interview a qualified candidate for employment for the Police Chief vacancy (candidate application, resume and cover letter provided).

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion at 4:35pm to go into Closed Session was made by J. Bett, 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 after at 7:38pm motion from J. Bett, T. Heidemann second; all in favor, motion passed.

ACTION FROM CLOSED SESSION

Sheriff R. Waldschmidt and D. Hettnick recommend the Waupun PFC extend offer for Waupun Chief position to candidate J. Rasch (both exited closed session at 7:13pm).

Motion at 7:39pm to extend offer for Waupun Chief position to candidate J. Rasch was made by J. Bett, B. Buchholz second; all in favor/unanimous, motion passed.

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

The next Commission meeting is to-be-determined. The PFC 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 at 7:40pm to adjourn meeting made by J. Bett, B. Buchholz second; all in favor, motion passed.

Respectfully submitted,
Tara Rhodes, Secretary