

## **Minutes of the Village of Port Edwards Police and Fire Commission**

Monday, February 4, 2019 6:30 p.m. Port Edwards Municipal Building

Present: Commissioners Kasten, Thomasgard, Blum, and Tyler. Commissioner Stewart was excused. Also present were Fire Chief Arendt, Interim Police Chief Radtke and citizens Jeni Tolzmann and Greg Thiele.

Meeting was called to order by VP Kasten at 6:30 p.m. Motion by Tyler, second by Kasten to approve the minutes of Jan 7<sup>th</sup>, 2019. All in favor.

Chief Arendt reported on the activities of the Fire Dept. for the month of January, See attached detailed report. In addition to the activities noted in the detailed report, Chief Arendt noted that the PEFD had hosted state DNR Zone Leader Training for all of south Wood CO. on Feb 7<sup>th</sup>. This training had not been offered for 5-6 years and the opportunity was deeply appreciated. Three new rookie firefighters have just started their entry level FFI training, and the new fire truck on order from Darley in Chippewa Falls is almost ready and delivery is expected within the next 2 weeks. Motion to approve Chief Arendt's report by Blum, second by Thomasgard. All in favor.

Interim Police Chief Radtke reported on the activities of the Police Dept. for January. See attached detailed report. Chief Radtke reported that the PEPD is participating in a new domestic abuse training coordinated with the Family Center. Motion to approve Chief Radtke's report by Blum, second by Tyler. All in favor.

The Commission voted to go into closed session pursuant to WI Statue Sec. 19.85(1)(c) @ 6:46p.m. Motion by Blum, second by Tyler. All in favor. The Commission voted to come out of closed session @ 6:54 p.m. Motion by Blum, second by Thomasgard. All in favor. The commission voted to appoint Tim Resheske as a new part-time PEPD officer. Roll call vote. All in favor.

Discussion of Chapters 2,5, and 7 of the PEPFC Manual followed. Commissioner Kasten noted that in Chapter 2, Sec 2.01and Sec.2.03 pertaining to Firefighter Recruiting/Fire Chief/Promotions, the following details needed clarification:

- A) Sec.2, Sub 2.01 Recruiting, Subpt. B. President Stewart has appointed Commissioners Kasten and Thomasgard to serve as the Commission contacts with the PEFD for purposes of general communication and recruiting and interviewing candidates.
- B) Sec.2, Sub2.04 Process, Membership Vote. "If approved by the PEPFC, the candidate will be brought to the Departments membership for a vote. There must be 51% of current members present at the meeting for a vote to occur. A candidate would be approved upon a majority vote of the eligible voting members present during the membership meeting."

As one Ast. Chief position is already open and another is expected to be within the year, Chief Arendt asked for direction in determining responsibilities of and qualifications for promotion for these positions. Commissioner Kasten presented the NFPA Fire Officer I Supervising Fire Officer Standards as a starting point. Commissioners Thomasgard and Kasten will meet with Chief Arendt shortly to begin to establish criteria for the selection process. The next regularly scheduled meeting of the PEPFC will be on Monday, March 11<sup>th</sup> (note change) @ 6:30 p.m. at the PE Municipal Building. Motion by Blum, second by Tyler to adjourn at 7:29 p.m. All in favor.

Leo Thomasgard, PEPFC Secretary