

Minutes of the Port Edwards Police and Fire Commission

Regular Meeting - Monday, April 15, 2024 – 5 p.m. @ Buehler Center

Present: Commissioners Stewart, Blum, Shaffer, & Weiland. Commissioner Thomasgard was absent. Also present were Police Chief Drew, Interim Fire Chief Luebke, and the following citizens: Cary Smith (requested to speak), Del Stewart and Rick Hess. Zoom attendance included Worden and a “Guest” caller.

Meeting was called to order by President Stewart at 5:06 p.m.

Public Comments: Cary Smith addressed the Commission regarding his retirement. No other public comments were made.

Chair Comments: President Stewart reported that the ads to hire a Fire Chief have been posted in three publications for three weeks. Three entry-level applications are ongoing.

Motion (Weiland/Blum) to approve the March 25, 2024 minutes of the PFC meeting. Motion passed. All ayes.

Cary Smith asked to make another comment, as a point of order. Hearing no objections by the Commissioners, President Stewart permitted the additional comment. Cary commented on the need for promotions with vacant officer positions.

Acting FC Luebke had no comments or report.

PC Drew provided an update on the potential resource officer position being added to 2025.

Motion (Weiland/Blum) to go into closed session pursuant to WI Statue Sec. 19.85(1)(c) @ 5:20 p.m. All in favor. Motion (Blum/Weiland) to return to open session @ 6:42 p.m. All in favor. Following the closed session, the PFC took the following actions:

- A) Motion (Shaffer/Stewart) to proceed with the interview phase for the entry-level candidate. All in favor, motion passed.
- B) Motion (Shaffer/Blum) to hire Jessica Lease as an Associate Firefighter, conditional upon completion of the required medical exam and phase 2 background investigation. All in favor, motion passed.
- C) Motion (Shaffer/Weiland) to hire Christopher Diggles as an Associate Firefighter, conditional upon completion of the required medical exam and phase 2 background investigation. All in favor, motion passed.

Discussion Action Item Reminders:

- FIRE 1: Shaffer, Thomasgard ad FC Luebke will coordinate an interview of the new candidate.
- FIRE 2: FC Luebke will notify the new Associate Firefighters (JL and CD) of their eligibility to hire, which was conditionally approved.
- FIRE 3: FC Luebke will instruct the new Associate Firefighters to provide all necessary paperwork for background investigation.
- FIRE 4: FC Luebke may be able to get the new Associate Firefighters into the May course.

- CHAIRMAN: President Stewart will coordinate the medical exams for JL and CD, before April 26th (if possible).
- POLICE 1: PC Drew will complete phase 2 of the background investigation for JL and CD, once all paperwork is received.
- POLICE 2: Stewart, Weiland and PC Drew will meet to begin considerations of retirement plans.

Commissioner Comments: Blum expressed concern regarding part-time certifications.

Pending the completion of a FD interview, the next PFC meeting date is TBD.

Having completed all agenda items, President Stewart adjourned the meeting at 6:47 pm.

Minutes recorded by Corey Shaffer