

**CITY OF FRANKLIN  
POLICE & FIRE COMMISSION MEETING  
FRANKLIN CITY HALL HEARING ROOM  
9229 W. Loomis Road, Franklin, Wisconsin  
Friday, June 1, 2018 @ 3:00 p.m.**

**MINUTES**

I. The June 1, 2018 Police & Fire Commission Meeting was called to order at 3:02 p.m. by Commission President Donohoo in the Hearing Room at Franklin City Hall. Members present were Commissioners Donohoo, Lenz, Sass and Schnagl. Commissioner Lindner was excused. Also in attendance were Fire Chief Remington, Assistant Fire Chief Hays, Police Chief Oliva, and Human Resources Coordinator Zahn.

II. Approval of the Minutes from the 4/18/2018 meeting.

Motion by Commissioner Lenz and seconded by Commissioner Sass to approve the minutes from 4/18/2018 as written. Motion Carried: Ayes – All.

III. Congratulations to Commissioner Schnagl on her appointment to another term as a Police and Fire Commissioner.

No Action Needed.

IV. Police Department Patrol Officer New Hiring Process. Discussion and action including the creation of a new hiring process.

Motion by Commissioner Sass and seconded by Commissioner Schnagl that we use the 5/2/2017 process with changes to the educational requirement for our new June 2018 process. Motion Carried: Ayes – All.

V. Update on the February 2018 Firefighter/EMT Hiring Process.

The Fire Department has conducted interviews of all eligible applicants and made conditional offers to 3 applicants. No Action Needed.

VI. Hiring of Firefighter/EMT. The hiring/employment of Alec Marquette as a City of Franklin Firefighter/EMT pursuant to the February 2018 Firefighter/EMT Hiring Process. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) to consider the employment of Alec Marquette as a City of Franklin Firefighter/EMT. The Commission will then reconvene into open session at the same place thereafter to act on such matters discussed therein as it deems appropriate and to continue the meeting agenda items.

Motion by Commissioner Schnagl and seconded by Commissioner Sass to go in closed session at 3:04 p.m. to discuss items VI, VII, and VIII all at one time (items were taken in a different order than they appear on the agenda). Motion Carried: Ayes – All. The Commission voted to return to open session at 3:11 p.m.

Motion by Commissioner Schnagl and seconded by Commissioner Sass that Alec Marquette is hereby appointed to the position of City of Franklin Firefighter/EMT effective 6/18/2018, that said appointment

is subject to the condition that the President of the Police and Fire Commission determines that Alec Marquette meets all of the qualifications to be a City of Franklin Firefighter/EMT, that said appointment is subject to a 1 year introductory period commencing on the effective date of his appointment, that the 1 year introductory period will expire at the end of 1 year unless extended by the Commission and finally that the Fire Chief shall provide the Commission reports of his progress when requested by the Commission. Motion Carried: Ayes – All.

- VII. Hiring of Firefighter/EMT. The hiring/employment of Sean Williams as a City of Franklin Firefighter/EMT pursuant to the February 2018 Firefighter/EMT Hiring Process. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) to consider the employment of Sean Williams as a City of Franklin Firefighter/EMT. The Commission will then reconvene into open session at the same place thereafter to act on such matters discussed therein as it deems appropriate and to continue the meeting agenda items.

Motion by Commissioner Schnagl and seconded by Commissioner Lenz that Sean Williams is hereby appointed to the position of City of Franklin Firefighter/EMT effective 6/18/2018, that said appointment is subject to a 1 year introductory period commencing on the effective date of his appointment, that the 1 year introductory period will expire at the end of 1 year unless extended by the Commission, and the Fire Chief shall provide the Commission reports of his progress when requested by the Commission. Motion Carried: Ayes – All.

- VIII. Hiring of Firefighter/EMT. The hiring/employment of Zachary Menden as a City of Franklin Firefighter/EMT pursuant to the February 2018 Firefighter/EMT Hiring Process. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) to consider the employment of Zachary Menden as a City of Franklin Firefighter/EMT. The Commission will then reconvene into open session at the same place thereafter to act on such matters discussed therein as it deems appropriate and to continue the meeting agenda items.

Motion by Commissioner Lenz and seconded by Commissioner Schnagl that Zachary Menden is hereby appointed to the position of City of Franklin Firefighter/EMT effective 6/18/2018, that said appointment is subject to the condition that the President of the Police and Fire Commission determines that Zachary Menden meets all of the qualifications to be a City of Franklin Firefighter/EMT, that said appointment is subject to a 1 year introductory period commencing on the effective date of his appointment, that the 1 year introductory period will expire at the end of 1 year unless extended by the Commission and finally that the Fire Chief shall provide the Commission reports of his progress when requested by the Commission. Motion Carried: Ayes – All.

- IX. Commission Elections

Motion by Commissioner Schnagl and seconded by Commissioner Lenz to nominate Commissioner Donohoo as President. Motion Carried: Ayes – All

Motion by Commissioner Donohoo and seconded by Commissioner Sass to nominate Commissioner Lindner as Vice-President/Secretary. Motion Carried: Ayes – All.

- X. Adjournment

Motion by Commissioner Sass and seconded by Commissioner Lenz to adjourn the Police & Fire Commission meeting at 3:40 p.m. Motion carried: Ayes-All.