

**CITY OF FRANKLIN
POLICE & FIRE COMMISSION MEETING
FRANKLIN CITY HALL ALDERMAN'S ROOM
9229 W. Loomis Road, Franklin, Wisconsin 53132
Thursday, November 1, 2012 @ 4:00 p.m.**

MINUTES

- I. The November 1st, 2012 Police & Fire Commission Meeting was called to order at 4:01 p.m. by Commission President Donohoo in the Alderman's Room at Franklin City Hall.

Members present were Commissioners Donohoo, Lindner, and Nelson. Commissioners Maher-Johnson and Sass were excused. Also in attendance was Human Resources Coordinator Zahn and Assistant Fire Chief Remington arrived during the meeting.

- II. Appointment of Acting Fire Chief

Item III was discussed prior to Item II as Assistant Chief Remington had been called out on a call.

Motion by Commissioner Nelson and seconded by Commissioner Lindner that Adam J. Remington, effective 12/13/2012, is appointed to Acting Fire Chief for the City of Franklin subject to any City requirements. Motion Carried: Ayes – All.

- III. Revisions to the Job Description for Fire Chief

The Commission discussed the requirements they desire for a new Fire Chief and agreed these should include a valid driver's license requirement; a Bachelors degree in public or business administration or management, business, fire science or service or a related field/discipline from an accredited college or university; a minimum of 10 years of fire service experience, and at least 3 years of experience as a Battalion Chief or higher position.

Motion by Commissioner Lindner and seconded by Commissioner Nelson that Commission President Donohoo will prepare a fire qualification list to submit to Common Council per our discussion and if the Commission has forgotten something or if the Personnel Committee insists on something else that Commissioner Donohoo be authorized to say Yeah or Nay. Motion Carried: Ayes – All.

- IV. Future Meeting Dates and Agenda Items

It was discussed that another Detective submitted retirement papers to retire 12/31/2012. We will need to create a new hiring list for the Police Department. We have one appointment to Detective, one appointment to Fire Lieutenant, and 4 appointments to Firefighter that will need approval prior to 12/1/2012. No meetings were scheduled yet at this time.

- V. Adjournment

Motion by Commissioner Nelson and seconded by Commissioner Lindner to adjourn the Police & Fire Commission meeting at 4:28 p.m. Motion carried: Ayes-All.