

**CITY OF FRANKLIN
POLICE & FIRE COMMISSION MEETING
FRANKLIN CITY HALL INSPECTION CONFERENCE ROOM
9229 W. Loomis Road, Franklin, Wisconsin 53132
Monday, November 28, 2012 @ 5:00 p.m.**

MINUTES

- I. The November 28, 2012 Police & Fire Commission Meeting was called to order at 5:03 p.m. by Commission President Donohoo in the Inspection Conference Room at Franklin City Hall.

Members present were Commissioners Donohoo, Lindner, Sass and Nelson. Commissioner Maher-Johnson was excused. Also in attendance was Human Resources Coordinator Zahn, Fire Chief Martins, Assistant Fire Chief Remington, Battalion Chief Stueck, Police Chief Oliva, and Inspector Hahn.

- II. Approval of Minutes from 10/17/12 and 11/1/12.

Motion by Commissioner Sass and seconded by Commissioner Lindner to accept the minutes as submitted. Motion Carried: Ayes – All.

- III. Promotion to Police Department Detective - Promotion of Police Officer Jeremy Fadness. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) to consider the promotion of Police Officer Jeremy Fadness to the position of City of Franklin Police Department Detective. 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.

The Commission did not go into closed session to discuss this item.

Motion by Commissioner Sass and seconded by Commissioner Nelson that Officer Jeremy J. Fadness is hereby appointed to the position of City of Franklin Police Detective effective 12/7/2012. Said appointment is subject to a 1 year introductory period, commencing on the effective date of his appointment. The 1 year introductory period will expire at the end of 1 year unless extended by the Commission and finally that the Police Chief shall provide the Commission reports of his progress as required by the Commission. Motion Carried: Ayes – All.

- IV. Promotion to Fire Department Fire Lieutenant - Promotion of Firefighter/EMT Paul Rynders. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) to consider the promotion of Firefighter Paul Rynders to the position of City of Franklin Fire Department Fire Lieutenant. 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.

The Commission did not go into closed session to discuss this item.

Motion by Commissioner Sass and seconded by Commissioner Lindner that Firefighter Paul M. Rynders is hereby appointed to the position of City of Franklin Fire Lieutenant effective 12/1/2012. Said appointment is subject to a 1 year introductory period, commencing on the effective date of his appointment. 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 as required by the Commission. Motion Carried: Ayes – All.

- V. Hiring of Firefighter/EMT - The hiring/employment of Derek W. Hyde, Robert M. Kutz, Dustin M. Lofy, and Nicholas D. Zunker. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) to consider the employment of Derek W. Hyde, Robert M. Kutz, Dustin M. Lofy, and Nicholas D. Zunker as City of Franklin Firefighter/EMT's. 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.

Commissioner Donohoo commented that all hiring requirements have not yet been finalized for Derek Hyde so he is not at this meeting.

Motion by Commissioner Lindner and seconded by Commissioner Sass to go into closed session at 5:10 p.m. On Roll Call Vote, Motion Carried: Ayes – All. The five Command Staff were all asked to stay for the closed session.

The Commission, after a unanimous vote, returned to open session at 6:14 p.m.

Commissioner Donohoo explained that this was a lengthy closed session – over 1 hour. He explained the Commission discussed hiring. Two candidates did not pass one of the hiring tests; however, the Commission is going to over-rule the test due to their belief it was invalid and based on the extensive background checks that have been conducted.

Motion by Commissioner Lindner and seconded by Commissioner Sass that Robert Kutz is hereby appointed to the position of City of Franklin Firefighter/EMT effective 1/1/2013. Said appointment is subject to a 1 year introductory period, commencing on the effective date of his appointment. 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 as required by the Commission. Motion Carried: Ayes – All.

Motion by Commissioner Sass and seconded by Commissioner Nelson that Dustin Lofy is hereby appointed to the position of City of Franklin Firefighter/EMT effective 1/1/2013. Said appointment is subject to a 1 year introductory period, commencing on the effective date of his appointment. 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 as required by the Commission. Motion Carried: Ayes – All.

Motion by Commissioner Sass and seconded by Commissioner Lindner that Nicholas Zunker is hereby appointed to the position of City of Franklin Firefighter/EMT effective 1/1/2013. Said appointment is subject to a 1 year introductory period, commencing on the effective date of his appointment. 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 as required by the Commission. Motion Carried: Ayes – All.

- VI. Fire Department Chief Hiring Process - A general discussion of the process including revisions to the job description of the fire chief and appointment of acting fire chief. If the Commission discusses actual persons, the Police and Fire Commission may enter closed session pursuant to sec. 19.85(1)(c) to consider employment of one or more public employees over which the Commission has jurisdiction or exercises responsibility. The Commission may reconvene into open session at the same place thereafter to act on matters discussed in the closed session as it deems appropriate and to continue the meeting agenda.

(Item VII was taken prior to item VI during the actual meeting.)

Motion by Commissioner Sass and seconded by Commissioner Nelson to go into closed session at 6:32 p.m. On Roll Call Vote, Motion Carried: Ayes – All.

The Commission, after a unanimous vote, returned to open session at 6:53 p.m.

Motion by Commissioner Sass and seconded by Commissioner Lindner that Adam J. Remington, effective 1/3/2013, is appointed to the introductory position of Fire Chief for the City of Franklin for the purpose of filling the vacancy on a temporary or interim basis while the PFC pursues an appropriate hiring process for a Fire Chief, and that he shall serve in this introductory position for a period not to

exceed one year, unless otherwise extended by the Police and Fire Commission, and that he is subject to removal from the position, without cause, by the PFC. Motion Carried: Ayes – All.

- VII. Hiring process for Police Department Patrol Officer. Discussion of the hiring process including the creation of a new eligibility list.

It was tentatively agreed by the Commissioners that they will consider applicants that have their degree by June 1, 2013. The rest of the process will be adjusted as needed and presented at the next Commission meeting for approval.

- VIII. Police and Fire Department Informational Items

No information was presented or action taken.

- IX. Future Meeting Dates and Agenda Items

We will need another meeting in December to approve the appointment of Derek Hyde as a Firefighter/EMT and to approve the Police hiring process.

- X. Adjournment

Motion by Commissioner Lindner and seconded by Commissioner Sass to adjourn the Police & Fire Commission meeting at 6:53 p.m. Motion carried: Ayes-All.