

**CITY OF FRANKLIN  
POLICE & FIRE COMMISSION MEETING  
FRANKLIN CITY INSPECTION CONFERENCE ROOM  
9229 W. Loomis Road, Franklin, Wisconsin  
September 2, 2015 @ 5:00 p.m.**

**MINUTES**

- I. The September 2, 2015 Police & Fire Commission Meeting was called to order at 5:00 p.m. by Commission President Donohoo in the Inspection Conference Room at Franklin City Hall. Members present were Commissioners Donohoo, Lindner, Nelson and Maher-Johnson. Commissioner Sass was excused. Also in attendance were Human Resources Coordinator Zahn and Police Chief Oliva. The three applicants up for promotion were in attendance as well as Captain Spak.

- II. Approval of the Minutes from 8/19/2015.

Motion by Commissioner Lindner and seconded by Commissioner Maher-Johnson to approve the 8/19/2015 minutes as written. Motion Carried: Ayes – All.

- III. Promotion to Police Department Inspector – Promotion of Captain Eric Schroeder to City of Franklin Police Department Inspector.

Motion by Commissioner Nelson and seconded by Commissioner Lindner that Captain Eric Schroeder is hereby appointed to the position of City of Franklin Police Department Inspector effective 9/7/2015. 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 Police Department Captain – Promotion of Sergeant Craig Liermann to City of Franklin Police Department Captain.

Motion by Commissioner Maher-Johnson and seconded by Commissioner Lindner that Sergeant Craig Liermann is hereby appointed to the position of City of Franklin Police Department Captain effective 9/7/2015. 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.

- V. Promotion to Police Department Sergeant – Promotion of Patrol Officer Stephen Hintz to City of Franklin Police Department Sergeant.

Motion by Commissioner Lindner and seconded by Commissioner Maher-Johnson that Patrol Officer Stephen Hintz is hereby appointed to the position of City of Franklin Police Department Sergeant effective 9/7/2015. 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.

**VI. Police Department Patrol Hiring Process Update**

Motion by Commissioner Nelson and seconded by Commissioner Lindner that the 5/2015 hiring procedure is hereby exhausted. Motion Carried – Ayes - All.

**VII. Police and Fire Department Informational Items**

No additional items were discussed.

**VIII. Future Meeting Dates and Agenda Items**

It was discussed that an additional meeting will be needed to approve a new hiring process.

**IX. Adjournment**

Motion by Commissioner Lindner and seconded by Commissioner Maher-Johnson to adjourn the Police & Fire Commission meeting at 5:34 p.m. Motion carried: Ayes-All.