

PROCEEDINGS OF THE CITY OF NEW BERLIN

POLICE & FIRE COMMISSION MEETING

Wednesday, March 31, 2004

7:00 P.M.

Public Safety Building/16300 W. National Avenue

Please note: Minutes are unofficial until approved by the Police & Fire Commission at the next regularly scheduled meeting.

The meeting of the Police & Fire Commission was called to order by Commissioner Andries at 7:10 P.M. Commissioners present were: Andries, Brejcha, Lorbiecki, O'Donnell and Pedersen. Also present was Police Chief Gary Blunt and Fire Chief Ed Dobernig.

APPROVAL OF MINUTES

Motion by Commissioner Brejcha to approve the February 11, 2004 minutes. Seconded by Commissioner O'Donnell and carried unanimously.

COMMUNICATIONS

- 1) From City Attorney Mark Blum refer bills payable.
- 2) Copy of a letter from a New Berlin Paid-On-Call Firefighter to Fire Chief Ed Dobernig questioning a Fire Department directive.
- 3) From Chorus Occupational Health Services refer a Website with health information.
- 4) Form Police Chief Gary Blunt – 2003 Police Department Year End Report.

OUTSTANDING BILLS

- 1) Journal Sentinel
1-31-04 \$379.73 Advertising for Firefighter/EMT

Motion by Commissioner Pedersen to approve payment to Journal Sentinel in the amount of \$379.73. Seconded by Commissioner Brejcha and carried unanimously.

- 2) Journal Sentinel
2-29-04 \$782.12 Advertising for Assistant Fire Chief

Motion by Commissioner Brejcha to approve payment to Journal Sentinel in the amount of \$782.12. Seconded by Commissioner O'Donnell and carried unanimously.

- 3) Police Consultant Inc \$1,937.64 Entrance exams for Paid-On-Call Firefighters

Motion by Commissioner O'Donnell to approve payment to Police Consultant Inc in the amount of \$1,937.64. Seconded by Commissioner Brejcha and carried unanimously.

- 4) Wisconsin Department of Justice \$55.00 CIB Records checks – Fire Department
- Motion by Commissioner Brejcha to approve payment to Wisconsin Department of Justice in the amount of \$55.00. Seconded by Commissioner Pedersen and carried unanimously.

- 5) Chorus Occupational Development Invoice #194278 for \$146.00 Medical Screening for Paid-On-Call Fire Department New Hire

Motion by Commissioner Lorbiecki to approve payment to Chorus Occupational Development in the amount of \$146.00. Seconded by Commissioner O'Donnell and carried unanimously.

NEW BUSINESS

Fire Department

Fire Chief Dobernig reported 66 Paid-On-Call candidates took the written exam on 2-21-04 and 21 received a passing score. Twenty-one are eligible for further processing.

- **Report on newly hired individuals** – no action taken.
- **Report on filling vacated position for Fire Inspector** – no action taken.

Discussion on procedure for payment of invoices per letter from City Attorney – Commission Secretary Lorbiecki will discuss with Treasurer's office.

Police and Fire Commission Secretary Renee Lorbiecki read the following:

MOTION TO GO TO CLOSED SESSION PER ROLL CALL VOTE

To deliberate in Closed Session under Section 19.85(1)(c) Wisconsin State Statutes.

The basis for the items to be discussed in Closed Session are as enumerated in Section 19.85(1)(c) of the Wisconsin State Statutes; more specifically considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Fire Department

- **Report on filling vacated position for Fire Inspector**
- **Review and discuss any applications for Assistant Fire Chief position**
- **Discussion on any disciplinary action or citizen complaints**

Police Department

- **Extension of probationary period for an employee**
- **Discussion on any disciplinary action or citizen complaints**

Motion by Commissioner Brejcha to go to Closed Session at 8:25 PM. Seconded by Commissioner Pedersen and carried per roll call vote.

Motion by Commissioner Pedersen to reconvene in Open Session at 9:50 PM. Seconded by Commissioner O'Donnell and carried unanimously.

MOTION TO GO TO OPEN SESSION

Fire Department

- **Possible action on report on filling vacated positions for Fire Inspector** – no action taken.
- **Possible action on review and discuss any applications for Assistant Fire Chief position** – no action taken.
- **Possible action on discussion on any disciplinary action or citizen complaints** - no action taken.

Police Department

- **Possible action on extension of probationary period for an employee**

Motion by Commissioner Lorbiecki to ratify Police Chief Gary Blunt's recommendation to extend probationary period of Police Officer Kathleen Borkowski to June 7, 2005. Seconded by Commissioner O'Donnell and carried unanimously.

- **Possible action on discussion on any disciplinary action or citizen complaints** – no action taken.

Next meeting: Wednesday, April 28, 2004

ADJOURN

Motion by Commissioner Brejcha to adjourn at 9:55 PM. Seconded by Commissioner O'Donnell and carried unanimously.

Renee Lorbiecki, Secretary
Police & Fire Commission