

**VILLAGE OF HARTLAND  
POLICE & FIRE COMMISSION  
MEETING MINUTES**

**TUESDAY, March 13, 2018**

**7:00 P.M.**

**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

- 7:01 PM Meeting called to order by Commission President Loppnow
  - Commission Secretary Redlin read the roll for attendance
  - Present : Commissioners Loppnow, Redlin, Rebholz , Riesinger
  - Absent : Commissioner Wojciechowski , excused
  - Also in attendance : Village Administrator David Cox, Fire Chief David Dean, Interim Chief of Police Rosario J. Collura
  - Pledge of Allegiance led by Commissioner Loppnow.
1. Consideration of a motion to approve the Police and Fire Commission Minutes for the meetings held on February 13th, 2018 and March 1st, 2018
    - a. Motion by Commissioners Rebholz / Loppnow to approve the Hartland Police & Fire Commission minutes for the meetings of February 13th, 2018 and March 1st, 2018. The motion carried on the unanimous vote of the Commissioners present.
  2. Fire Department Update and Monthly Report – Fire Chief David Dean
    - a. The Chief distributed printed reports of Ambulance Runs (55) and Fire Calls (21) for the Month of February, 2018, noting the treatment of 60 patients during the responses.
    - b. Chief Dean also reported that there recently was an “impromptu” Welcome Home celebration for Trevor DeBoer, who had just returned from Active Military Duty while stationed in Lebanon.
    - c. Chief Dean reminded the Commissioners that the HFD Auxiliary is planning a fund raiser for the benefit of the HFD Extrication Team to be held on March 24<sup>th</sup> at The Rustic Manor on HWY 83 at 5PM.
    - d. Chief Dean noted that the Hartland Village Board had approved, on March 12<sup>th</sup>, the acquisition of a new fire engine for the HFD.
    - e. Chief Dean related that the Town of Merton is planning to meet on Thursday, March 15<sup>th</sup> at 9:00 to consider offering additional services to the Town of Merton by HFD .
  3. Police Department Update and Monthly Report – Interim Police Chief Rosario J. Collura
    - a. Interim Police Chief [IPC] Collura distributed and commented upon summary Incident Reports for the period 01/01 thru 03/12/2018 for Commissioners to read, review and discuss .
    - b. IPC Collura reported that two new, replacement, squads had arrived and are being “prepped” for service; he went on to relate that the HPD had experienced multiple “recalls” of certain of its Ford “SUV” vehicles for carbon monoxide, steering and rear suspension issues.

- c. According to IPC Collura, HPD Officer Luke A. Joswick was married over the past weekend.
- d. IPC Collura also reported that HPD Captain Stacy V. Kelsey delivered her baby boy, Obadiah Kelsey, on March 7<sup>th</sup> at 2352 ... he relates that Mom and baby are doing fine.
- e. In what IPC Collura reports what may be a disturbing, repeating scenario, during a recent traffic stop a member of the HPD encountered the use of fake names and, while handling the stop, was called and alerted to a "hold-up" in progress at a local service station. The apparent purpose for the M.O. involving contemporaneous criminal activities seems to be to cause the "on duty" Officers(s) to be purposely "pre-occupied" and unavailable to respond in a timely fashion to a burglary. IPC Collura related that, in discussions with neighboring Police Agencies, the same or similar series of events has been recently followed by other perpetrators in those jurisdictions, as well.
- f. The HPD will "close" the receipt of further applications for the open Police Officer position on Friday, March 16th, 2018. Testing of the applicants is currently scheduled for Saturday, March 31<sup>st</sup> at Lake Country Lutheran High School (IPC Collura related that the customary location for such testing, Arrowhead High School, is not available on that date, hence the substitution of LCLHS) with interviews by the HPD Command staff to follow and by the HPFC thereafter.
- g. Review and consideration of advertisement for the position of HPD Chief of Police
  - i. Village of Hartland Administrator Cox distributed copies of a draft of advertisements to be placed with appropriate media sources, online and otherwise. The drafts were developed by the Village Administration in cooperation with the HPD Command Staff.
  - ii. After lengthy discussion and deliberation, during which various refinements to the draft were determined by the Commissioners, in cooperation with Administrator Cox and IPC Collura, and, on Motion by Commissioners Loppnow and Riesinger, the Commissioners present voted unanimously to adopt the revised advertising copy and request that the Village Administrator proceed to place the notice with the appropriate media forthwith.
  - iii. Commissioner Riesinger then distributed a "flow-chart", which he developed from his review of the Rules and Regulations for the HPFC, for the Commissioners' reference in clarification of the process for the recruitment of a new Village Chief of Police. IPC Collura, Administrator Cox and the Commissioners, one and all, thanked and applauded Commissioner Riesinger for taking on the creation of the valuable "visible tool" for use in the process.

### 3. Adjournment

There being no further matters to come before the Village of Hartland Police and Fire Commission and, on motion of Commissioners Rebholz / Redlin, the Commissioners present voted unanimously to adjourn.

Meeting adjourned at 8:00 PM.

Respectfully submitted,



Ralph R. Redlin, Commissioner  
Commission Secretary

Susan M. Loppnow, Commissioner  
Commission President