

**POLICE AND FIRE COMMISSION AGENDA  
TUESDAY, DECEMBER 10, 2019  
7:00 PM  
MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Roll Call  
Pledge of Allegiance

1. Consideration of a motion to approve the Police and Fire Commission minutes of September 10, 2019.
2. Police Department Update and Monthly Report
3. Fire Department Update and Monthly Report
4. Consideration of a motion to recess to closed session pursuant to State Statutes §19.85 (1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to interview candidate(s) for Firefighter(s). [ROLL CALL VOTE]

Following the Closed Session the Police and Fire Commission may either adjourn or reconvene in Open Session if there is any action to be taken other than adjournment. Possible action item: Announcement of candidate(s)

Darlene Igl  
Village Clerk

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, Village Clerk, at 262/367-2714. The Municipal Building is handicap accessible.

**VILLAGE OF HARTLAND  
POLICE & FIRE COMMISSION  
MEETING MINUTES  
TUESDAY, November 12th, 2019  
7:00 P.M.**

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

- 7:00 PM Meeting called to order by Commission Vice-President Wojciechowski, Presiding in place of Pres Lopnow
  - Commission Secretary Redlin read the roll for attendance
  - Present : Commissioners Wojciechowski, Redlin, Rebholz, Riesinger
  - Absent : Commissioner Lopnow, excused due to illness
  - Also in attendance : Chief of Police Torin J. Misko, Police Captain Stacy V. Kelsey, Fire Chief David Dean, Attorney Joel Aziere
  - Pledge of Allegiance led by Commission Vice-President Wojciechowski, Presiding
  
  - Presiding Commission Vice-President Wojciechowski made an Announcement that Agenda Item # 4, a scheduled Closed Session, is, at the request of Fire Chief Dean, to be postponed until a later Police and Fire Commission meeting.
  
  - Presiding Commission Vice President Wojciechowski made an additional announcement that he would also consider a possible motion, upon the Commission's concluding the other Agenda items, to enter into closed session pursuant to Wis. Stats. §19.85 (1) (b) for the purpose of considering discipline of any public employee and the taking of formal action on any such matter and pursuant to Wis. Stats. §19.85 (1) (c) for the purpose of considering performance evaluation data of any public employee over which the governmental body exercises responsibility and pursuant to Wis. Stats. §19.85 (1) (g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to be become involved. [ROLL CALL VOTE] Following the Closed Session the Police and Fire Commission may either adjourn or reconvene in Open Session if there is any action to be taken other than adjournment.
1. Consideration of a motion to approve the Police and Fire Commission Minutes for the meeting of September 10<sup>th</sup>, 2019.
    - a. Motion by Commissioners Rebholz / Riesinger to approve the Hartland Police & Fire Commission minutes for the last Commission meeting, held on September 10<sup>th</sup>, 2019. The motion carried on the unanimous vote of the Commissioners present.
  
  2. Police Department Update and Monthly Report – Chief of Police Torin J. Misko
    - a. Chief Misko reported that the HPD *has* filled the previously announced open staff position for Part-Time Administrative Assistant. Cindy Gardner has accepted the HPD Offer of Employment and, accordingly, plans to start work on 12/02/2019.
  
    - b. According to Chief Misko, he and Deputy Chief of Police Rossario Collura had recently attended a Conference in Chicago, Illinois.
  
    - c. Chief Misko indicated that the new Finger-Print machine is now in place and operating as expected. It expedites and facilitates electronic research and processing of investigations.
  
    - d. According to Chief Misko, the Village HPD has acquired HAWK Analytical Software which is used to interpret and expedite wireless phone data investigations.

- e. The Chief then reported that he had gone to Madison to testify before the Legislature’s Public Safety Committee regarding pending proposed legislation which would make it a *felony* to initiate SWAT type calls, the likes of which the HPD has responded to recently, at significant risk and cost to the HPD.
- f. According to Chief Misko, the HPD had, during the recent Halloween Trick or Treating events in the Village, done “check-ups” on resident sex offenders to ensure compliance with restrictions imposed on them as part of their sentences. No violations were determined.
- g. The Chief went on to relate that the recent extraordinary early snowfall experienced in the area had caused multiple car accidents and “pile-ups” on local roads and highways.
- h. The HPD has, according to the Chief, been fortunate to have HPD Captain Kelsey enrolled in Command College at Fort McCoy, near Madison, and she recently attended the *second* of six weekly sessions toward completion of the Course to become a *Certified Public Manager*; her completion of the course is currently anticipated by June of 2020.
- i. The HPD recently participated in a “Table-Top” session with Village Administration and the Village DPW to review plans for addressing roles, responsibilities and planned cooperative steps to be taken in the unforeseen event of a Hazardous Waste Spill in the Village.
- j. The Chief reported that the HPD had recently hosted regionally attended classes entitled “Gracie Survival Tactics”, as arranged by HPD Officer Conrad Soboniak. The HPD was awarded three “complimentary” enrollments in the class, in consideration for having been the Host Agency.
- k. Chief Misko reported that the Armored Vehicle Fundraising effort, as described at last month’s HPFC meeting, is proceeding well. The HPD and Hartland Village goal is to raise its “share” of the cost, \$34,000.

3. Fire Department Update and Monthly Report – Fire Chief David Dean

- a. Chief Dean indicated that, during October, 2019, the HFD had wrapped up another successful Fire Prevention Week with “hundreds” of kids participating again this year.
- b. The Chief went on to additionally relate that the recently conducted Association Fund Raiser had gone well.
- c. According to Chief Dean, the new Fire Truck is expected / scheduled to arrive during the week of Thanksgiving.
- d. While he acknowledged the need to postpone the Closed Session to conduct interviews of HFD applicants, Chief Dean *did* indicate that applications have been “coming in” and he anticipates scheduling Closed Session interviews for the planned December 10, 2019 HPFC meeting. The Chief related that the HFD does have some planned “retirements” coming up soon.
- e. Chief Dean went on to report that the HFD was planning involvement in the Veteran’s Day Breakfast at Arrowhead, Swallow School and the Hartland American Legion Post. He also reminded the Commission that the HFD and the HPD will, again this year, be very much involved in the Holiday Train visitation planned for 12/03/2019.

**N.B. Police Chief Torin Misko and Police Captain Kelsey were excused from the meeting and exited the meeting at 7:22 PM.**

4. Closed Session

Presiding Commission Vice President Wojciechowski requested a motion for the Commission to enter into closed session pursuant to Wis. Stats. §19.85 (1) (b) for the purpose of considering discipline of any public employee and the taking of formal action on any such matter and pursuant to Wis. Stats. §19.85 (1) (c) for the purpose of considering performance evaluation data of any public employee over which the governmental body exercises responsibility and pursuant to Wis. Stats. §19.85 (1) (g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to be become involved. [ROLL CALL VOTE]

On motion of Commissioners Riesinger / Redlin to *enter* closed session, the roll call vote to *enter* closed session was taken as follows:

Commissioners Wojciechowski “yes”, Redlin “yes”, Riesinger “yes”, Rebholz “yes”

The commission *entered* closed session at 7:23 PM

On motion of Commissioners Rebholz / Riesinger the roll call vote to *exit* closed session was taken as follows:

Commissioners Wojciechowski “yes”, Redlin “yes”, Riesinger “yes”, Rebholz “yes”

The Commission *exited* closed session at 8:22 PM.

5. Consideration of a Motion to Adjourn

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

Meeting adjourned at 8:23 PM.

Respectfully submitted,



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Ralph R. Redlin, Commissioner  
Commission Secretary

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Jon Wojciechowski , Commissioner  
Commission Vice President, Presided