

**POLICE AND FIRE COMMISSION AGENDA  
TUESDAY, AUGUST 11, 2020  
7:00 PM  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Roll Call  
Pledge of Allegiance

1. Consideration of a motion to approve the Police and Fire Commission minutes of July 14, 2020.
2. Fire Department Update and Monthly Report
3. Police Department Update and Monthly Report
4. Discussion and consideration of amending the Rules and Regulations of the Village of Hartland Police and Fire Commission.
5. Discussion and consideration of hiring process for position of Fire Chief and establish a plan for advertising, candidate selection and interviewing candidates.
6. Adjournment.

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.

Individuals attending public meetings in person will be required to **maintain appropriate social distancing**, (i.e., maintain a 6-foot distance) and be **free of symptoms** related to COVID-19.

**VILLAGE OF HARTLAND  
POLICE & FIRE COMMISSION  
MEETING MINUTES  
TUESDAY, July 14th, 2020  
7:00 P.M.  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

- 7:02 PM Meeting called to order by Commission President Loppnow
  - Commission Secretary Redlin read the roll for attendance
  - Present : Commissioners Riesinger, Redlin, Rebholz, Loppnow
  - Also in attendance : Torin J. Misko, Chief of Police, Interim Fire Chief David Jambretz, Police Captain Stacy V. Kelsey, Officer Nicholas Greenwood
  - Pledge of Allegiance led by Commission President Loppnow
  
  - Commission President Loppnow made an Announcement that a Closed Session will be held at the conclusion of the regular agenda items, this 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 candidates for the open HFD Officer positions. [ROLL CALL VOTE]
1. Consideration of a motion to approve the Police and Fire Commission Minutes for the meeting of June 09<sup>th</sup>, 2020.
    - a. Motion by Commissioners Riesinger / Rebholz to approve the Hartland Police & Fire Commission minutes for the meeting of June 09<sup>th</sup>, 2020. The motion carried on the unanimous vote of the Commissioners.
  
  2. Police Department Update and Monthly Report –Chief of Police Torin J Misko
    - a. Chief Misko called HPD Captain Stacy Kelsey, along with HPD Officer Nicholas Greenwood, to the front of the meeting, whereupon the Chief read and presented each of them with a copy of HPD department Order DO20-023, HPD, Life Saving Award dated June 09, 2020. The Award commends the exemplary performance of each of them as related to their actions in response to a call on April 20, 2020, wherein their actions were vital in saving the life of the individual who was in distress and needing emergency services. Chief Misko also related that the HPD has *also* issued Dept. Order DO20-026, which is also a Life Saving Award, delivered to Officer Mark Jorgensen for commendable work in cooperation with the HFD in saving a patient’s life while responding to a call on June 18<sup>th</sup>, 2020.
  
    - b. The Chief reported that there are currently twelve “active” COVID-19 cases in the Village, each of whom is “in isolation” at this time.
  
    - c. Chief Misko related that the HPD had joined the area Civil Disturbance Unit in responding to the City of Milwaukee’s plans for response to any Civil Disobedience / violence in Milwaukee during the planned, upcoming Democratic National Convention. In particular, the CDU correspondence explained that if the anticipated response was to specifically *exclude* the use of the CDU’s equipment, then the CDU would entirely refrain from responding.
  
    - d. The Chief then reported that the Village of Hartland Annual Street Dance, scheduled for 7/18/2020, now moved entirely to NIXON Park, will see HPD Officers in attendance, as usual. The Chief also indicated that the HPD was “monitoring” latest intelligence information regarding any planned “protests” or similar activities via The State of Wisconsin’s “FUSION CENTER site. Anecdotally, the Chief commented that The Village of Hartland has, thus far, experienced only limited “protest” activity, all of which has been peaceful.

- e. Chief Misko went on to relate that the Lake Country Municipal Court, housed in the Oconomowoc Municipal Building, will be relocating to a new facility contemporaneous with the Oconomowoc Police Department's planned relocation during September of 2020. The Village of Hartland is part of the group of municipalities which use the LCMC and it is expected that cases will again be handled by that court beginning in October, 2020, after the planned move is accomplished.
- f. Chief Misko reported that the recent Village of Hartland 4<sup>th</sup> of July Hometown Celebration, actually held on June 26-28, went off smoothly and "without incident". According to the Chief there was a "SWATTING" incident on Fireworks Night, however, and an investigation is still "in process", in accordance with the State of Wisconsin's new law related to such matters, which law the Village was instrumental in enacting.
- g. The Village of Hartland Police and Fire Departments were responders to an incident in the Four Winds area residential subdivision. The call involved the rescue of a young, two year old girl who had wandered away from her home and into a nearby retention pond. The girl was rescued from the pond, but died from her injuries.
- h. Chief Misko reported that the anticipated arrival of Waukesha County's Armored Rescue Vehicle was accomplished during the month of June and the vehicle has already been deployed.

3. Fire Department Update and Monthly Report – Interim Fire Chief David Jambretz.

- a. Interim Chief Jambretz , referencing copies of recently issued weekly reports to the Commission, reported that the Village HFD was "down calls, year-to-date" compared to a year ago.
- b. The Chief went on to relate that the HFD was now involved with the implementation and use of LEXIPOL , the purpose of the engagement being to update the HFD Procedures and Guidelines to ensure that they follow existing National and State Standards. The engagement is expected to take roughly 60-90 days to complete and the Chief indicated that the Village Workmen's Compensation Insurance Carrier would likely participate in sharing part of the cost, this in acknowledgement of the benefits to safety likely to inure to the Village from ensuring HFD compliance with the standards.
- c. According to the Chief the HFD is, like the HPD, planning to participate in Security at the planned Hartland Street Dance.
- d. The Chief reported that the HFD *has* received the "decontamination tool" for use on N95 face-masks and it is already in use.
- e. Chief Jambretz indicated that the HFD was planning to participate in another "Training Burn" during September.

**N.B. Police Chief Misko, Captain Kelsey and Officer Greenwood were excused from the meeting and exited the meeting at 19:49.**

4. Closed Session

Presiding Commission President Loppnow requested a Motion to recess into 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 the open HFD Officer positions. [ROLL CALL VOTE]

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

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

The commission *entered* closed session at 19:51

On motion of Commissioners Riesinger / Rebholz the roll call vote to *exit* closed session was taken as follows:  
Commissioners Riesinger “yes”, Redlin “yes”, Loppnow “yes”, Rebholz “yes”

The Commission *exited* closed session at 21:37.

5. Motion to refer Fire Department Staffing matter to the Interim Fire Chief for any further requisite action

Commissioners Rebholz / Redlin made a Motion to approve and recommend, to Interim Fire Chief Jambretz, for any requisite further personnel action, the Fire Department Staffing matter involving the promotion of HFD members Shannon Carroll, Jason Elger, Jonathan Quint, Kajil Sharp, Randy Gilmore and Peter Walker, each of whom the Commission had interviewed in closed session. The motion carried on the unanimous vote of the Commissioners

6. 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 Riesinger / Loppnow , the Commission voted unanimously to adjourn.

Meeting adjourned at 21:39.

Respectfully submitted,



Ralph R. Redlin, Commissioner  
Commission Secretary

Susan M. Loppnow, Commissioner  
Commission President