

**VILLAGE OF HARTLAND
POLICE & FIRE COMMISSION
MEETING MINUTES
TUESDAY, October 13th, 2020
7:00 P.M.**

BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

- 7:00 PM Meeting called to order by Commission President Lopnow
- Commission Secretary Redlin read the roll for attendance
- Present : Commissioners Redlin, Rebholz, Patterson, Lopnow
- Excused: Commissioner Riesinger
- Also in attendance : Torin J. Misko, Chief of Police, Interim Fire Chief David J. Jambretz, Captain of Police Stacy Kelsey
- Pledge of Allegiance led by Commission President Lopnow

1. Consideration of a motion to approve the Police and Fire Commission Minutes for the meeting of September 08th, 2020.

- a. Motion by Commissioners Rebholz / Lopnow to approve the Hartland Police & Fire Commission minutes for the meeting of September 08th, 2020. The motion carried on the unanimous vote of the Commissioners present.

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

- a. Interim Fire Chief Jambretz , referencing copies of recently issued weekly reports to the Commissioners, reported that the Village HFD had a total of 93 calls for service during September, 2020; 15 Fire and 73 EMS
- b. The Chief went on to relate that the HFD was now approved by the State of WI to conduct COVID-19 testing for Fire and Police personnel. The Chief indicated that the Dept is expecting a ~ 24-36 hour turnaround time for results of tests it conducts and submits for processing.
- c. Chief Jambretz reported that the HFD has scheduled one interview for a new member at this meeting.
- d. The Chief reported that the HFD had recently conducted a successful “Practice House Burn” and related that during the event 16 practices went as scheduled. Several area departments also participated with the HFD in the “burn”. The Chief noted that the adjacent garage was NOT burned due to that structure’s proximity to power lines.
- e. Interim Chief Jambretz related that he had attended a Waukesha County Fire Chiefs meeting and that MABAS [Mutual Aid Box Alarm System] cards were discussed. The cards are now all in order.
- f. Chief Jambretz reported that three members of the HFD have now passed the MPO examination and accomplished the credentialization.

3. Police Department Update and Monthly Report –Chief of Police Torin J Misko

- a. Chief Misko reported that the Training Class, a “webinar” – this time, for Fire and Police Commissioners is currently announced and scheduled for 11/13/2020. Commissioners interested in attendance should contact Chief Misko for instructions on enrollment.
- b. Chief Misko related that the HPD had begun some new “enforcement procedures” for the Village of Hartland WINTER PARKING ORDINANCE and plans to conduct an updated Awareness Campaign to inform members of the public as to restrictions in force related to the current seasonal parking regulations.
- c. The Chief then reported that the Village PD has conducted a “Drug Take-Back Event” on 10/24/2020. Previously the event had been cancelled due to COVID-19 restrictions.
- d. According to Chief Misko, as for local enforcement of recently issued WI Gov’t Orders regarding COVID-19 / Pandemic, the HPD is following conclusions reached at a recent meeting of the Waukesha County Chiefs of Police meeting attended by Chief Misko.
- e. Chief Misko reported that the HPD had recently, along with other area police agencies and the WI National Guard, provided “support services” to the City of Wauwatosa Police Department during “unrest” activities there, this in accordance with the SCIT and CDU membership HPD maintains.
- f. According to the Chief, Hartland residents recently conducted a “Defend the Police” rally in Nixon Park. It went off peacefully and, as well, a contemporaneously held “protest” response.
- g. Chief Misko related that, recently, the HPD responded to a call-for-service involving a serious motor vehicle – bicyclist accident on North Shore Drive. Severe injuries were reported and the incident is still under investigation at this time. According to the Chief, no citations have, as yet, been issued.
- h. The Chief reported that there are now, currently, many “political signs” placed on property within the Village; with limited exception, the HPD has responded to citizen complaints with reminders that US Constitutional rights allow for such signs.
- i. The Chief reported that the HPD has confirmed that, contrary to earlier reports, motor vehicle parking at the Saint Charles Church property during Election Day *should* be available, as planned construction in the area has been postponed. The HPD plans to provide a “presence” that day, as necessary, to secure the availability to voters’ access.
- j. Chief Misko went on the report that the Arrowhead School District, as reported by the media, *has* petitioned for Annexation to the Village of Hartland. The impact of this on the HPD has been discussed, since the school would require on-site presence of an HPD Officer. The implication on the HPD planning / budget is that an 18th full-time Officer position *would* be required. Timing for the proposed annexation is, at this time, uncertain, but *may* impact 2021.

4. Discussion and consideration of a MOTION to adopt the amended the Rules and Regulations of the Village of Hartland Police and Fire Commission

The Commissioners reviewed, again, the proposed and refined revisions to its Rules and Regulations, which Secretary Redlin presented, as he and Commission Attorney Aziere had developed at their meeting on 9/02/2020. Those proposals had been refined from changes developed at a meeting they had earlier, on July 30, 2020, and as further revised by the Commission at its 8/11/2020 meeting.

The Commissioners have received a report [during the HPFC meeting held on 9/08/2020] from Commission Secretary Redlin on the meeting he had with Commission Attorney Aziere on 9/2/2020, wherein Atty Aziere *concurred* with each of the revisions the Commission had included in its proposed revised draft of the Rules and Regulations on 8/11/2020.

During the meeting of the HPFC held on 9/08/2020, on MOTION of Secretary Redlin, seconded by Commissioner Riesinger, the Commissioners present voted, unanimously, to *tentatively adopt* the revised Rules and Regulations, subject to final review and Action to Adopt at the next HPFC regular meeting, being held here, now.

The Final Draft of the Proposed Revised Rules and Regulations, dated 9/8/2020 were attached to the Minutes of that meeting as an Exhibit and are incorporated, herein, by reference.

Accordingly, and on MOTION of Commissioners Redlin / Patterson, the Commissioners present voted unanimously to ADOPT the revised **RULES AND REGULATIONS of the VILLAGE OF HARTLAND POLICE AND FIRE COMMISSION** dated September 8th, 2020.

5. 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 Firefighter and Fire Chief positions. [ROLL CALL VOTE]

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

Commissioners ... Patterson "yes", Redlin "yes", Loppnow "yes", Rebholz "yes"

The commission *entered* closed session at 19:34

N.B. Police Chief Misko and Police Captain Kelsey exited the meeting at 19:34

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

Commissioners ... Patterson "yes", Redlin "yes", Loppnow "yes", Rebholz "yes"

The Commission *exited* closed session at 20:06.

6. Motion to refer Fire Department Staffing matters to the Interim Fire Chief for any further requisite action

Commissioners Rebholz / Patterson 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 hiring of Tanya Sue Little, whom the Commissioners had interviewed in closed session. The motion carried on the unanimous vote of the Commissioners present.

7. Motion to Appoint Village of Hartland Fire Department *Interim* Fire Chief David J. Jambretz as Fire Chief of the Village Fire Department.

Commissioners Redlin / Loppnow made a MOTION to appoint *Interim* Fire Chief David J. Jambretz, who was interviewed during this meeting's Closed Session, and who, at the request of this Commission, had submitted, to the Commission, an Application [along with a comprehensive Professional Portfolio] *applying* for the position of Fire Chief, to the position of FIRE CHIEF, VILLAGE OF HARTLAND FIRE DEPARTMENT, effective immediately. The motion carried on the unanimous vote of the commissioners present.

8. Discussion and consideration of hiring process for position of Fire Chief and establish a plan for advertising, candidate selection and interviewing candidates.

In light of the action taken at point #8., above, the Commissioners took no action on this matter.

9. 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 Rebholz / Patterson, the Commission voted unanimously to adjourn.

Meeting adjourned at 20:09.

Respectfully submitted,



Ralph R. Redlin, Commissioner
Commission Secretary

Susan M. Loppnow, Commissioner
Commission President