



CITY OF BURLINGTON

**POLICE – FIRE COMMISSION**

300 North Pine Street, Burlington, Wisconsin 53105  
(262) 763-3717



**MINUTES**

**City of Burlington Police and Fire Commission  
City of Burlington Common Council Chambers  
224 E. Jefferson Street, Burlington, Wisconsin  
February 20, 2013**

**1. Call to Order and Roll Call:**

The meeting was called to order by President Hotvedt at 9:01 a.m., with the following Commissioners in attendance: John E. Hotvedt, Joseph Busch, Jon Schultz, Jeff Erickson and William Smitz. Chief Lodle and Chief Nimmer were excused.

**2. Process for Hiring Full-Time Fire Chief:**

Discussion ensued considering the proposal put forth by the City Administrator and Vorhees Associates LLC for the process for the selection of a full time Fire Chief for the City of Burlington Fire Department. Following said discussion, a motion was made by Commissioner Erickson and seconded by Commissioner Busch to approve the retention of Vorhees Associates LLC, and to approve the process set forth in the Vorhees Associates LLC's recruitment schedule dated February 11, 2013. The motion carried unanimously.

**3. Adjournment:**

Motion was made by Commissioner Erickson at 9:14 a.m. Seconded by Commissioner John E. Hotvedt. The motion carried unanimously.



John E. Hotvedt  
President