



CITY OF BURLINGTON

## POLICE – FIRE COMMISSION

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



### MINUTES

City of Burlington Police and Fire Commission  
Burlington Fire Station  
165 West Washington Street, Burlington, Wisconsin  
August 7, 2013

**1. Call to Order:**

President Hotvedt called the meeting to order at 5:32 p.m.

**2. Roll Call:**

The following Commissioners were in attendance: Joseph Busch, Jeff Erickson, Lori Hintz, John Hotvedt and William Smitz. Chief Howard was in attendance. Chief Nimmer was excused.

**3. Public Comments:**

None

**4. Minutes of Previous Meeting:**

Motion by Commissioner Busch to approve the minutes of the July 3, 2013 meeting; seconded by Commissioner Erickson; motion carried unanimously.

**5. Policy Chief's Report and Police Department Business:**

None

**6. Fire Chief's Report and Fire Department Business:**

**A. Update of Testing procedures and Process**

Chief Howard reported that 33 application packets were requested for the paid Fire Fighter position; 17 were returned; 14 of those are eligible for testing. The test is August 7, 2013 at 7:00 p.m.

**B. Medical Leave of Absence**

Chief Howard received and approved a request of a medical leave of absence from on of the volunteer Fire Fighters.

**7. Police and Fire Commission Business:**

None

**8. Adjournment:**

Motion by Commissioner Busch at 5:47 p.m. to adjourn; seconded by Commissioner Smitz; motion carried unanimously.

Respectfully submitted,  
Commissioner Hintz, Secretary