



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  
March 4, 2014

**1. Call to Order:**

Vice President Busch called the meeting to order at 5:35 p.m.

**2. Roll Call:**

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

**3. Public Comments:**

None

**4. Minutes of Previous Meeting:**

Motion by Commissioner Erickson to approve the minutes of the January 8, 2014 meeting; motion seconded by Commissioner Smitz; motion carried unanimously.

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

A. Motion by Commissioner Erickson to approve the testing and selection process for the establishment of an eligibility list for position of Police Officer as presented by Chief Nimmer; motion seconded by Commissioner Hintz; motion carried unanimously.

B. Police Officer Michael Scott has resigned.

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

B. Motion by Commissioner Smitz to adjourn to closed session pursuant to Section 19.85(1)(c), WI Statutes for purpose of discussions of personnel issues; motion seconded by Commissioner Erickson; motion carried unanimously at 5:51 p.m.

C. Motion by Commissioner Erickson to reconvene in Open Session; motion seconded by Commissioner Smitz; motion carried unanimously at 6:11 p.m.

A. Motion by Commissioner Hintz to approve two resignations as presented by Chief Howard; motion seconded by Commissioner Erickson; motion carried unanimously.

D. Motion by Commissioner Hintz to approve the appointment of volunteer Fire Fighter as presented by Chief Howard; motion seconded by Commissioner Erickson; motion carried unanimously.

**G. Other Business:**

First Responder Program: started March 1; going well

City Fire Awards Banquet: went well for a first time

Internship Program with GTC: discussion of a possible first intern

Explorer Program: five members are signed up

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

None

**8. Adjourn:**

Motion by Commissioner Hintz to adjourn; motion seconded by Commissioner Erickson; motion carried unanimously at 6:24 p.m.

Respectfully submitted,  
Commissioner Hintz, Secretary