



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  
May 5, 2015

#### Call to Order:

President Hotvedt called the meeting to order at 5:03 p.m.

#### Roll Call:

The following Commissioners were in attendance: John Hotvedt, Jeff Erickson, Joseph Busch, Peter Hintz, and William Smitz. Chief Howard, Chief Nimmer, Mayor Miller and City Administrator Carina Walters were also in attendance. Attorney Kyle Gulya was also in attendance, at the invitation of the Commission.

#### Public Comments:

None

#### Minutes of Previous Meeting:

Motion by Commissioner Busch to approve the minutes of the February 3, 2015 meeting; motion seconded by Commissioner Erickson; motion carried unanimously.

#### Police Chief's Report and Police Department Business:

None

#### Fire Chief's Report and Fire Department Business:

None

#### Police and Fire Commission Business

A. Motion by Commissioner Erickson to adjourn into closed session per Wis. Stats 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; motion seconded by Commissioner Busch; motion carried unanimously at 5:06 p.m. The purpose of the closed session was to discuss pending vacancy of Chief of Police position and procedure for filling the vacancy.

B. Motion by Commissioner Busch to reconvene in Open Session; motion seconded by Commissioner Erickson; motion carried unanimously at 6:15 p.m.

- Discussion and action with regard to the amendment, modification, or waiver of Police and Fire Commission rules and regulations associated with the hiring of the position of Chief of Police were tabled until May 13<sup>th</sup> meeting.
- Discussion and action on establishing the process for filling the pending vacancy of the position of Chief of Police was tabled until the May 13<sup>th</sup> meeting.

**Adjourn:**

Motion by Commissioner Erickson to adjourn; motion seconded by Commissioner Hotvedt; motion carried unanimously at 6:20 p.m.

Respectfully submitted,  
Commissioner Smitz, Secretary