



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  
February 2, 2016

**1. Call to Order:**

President Hotvedt called the meeting to order at 5:07 p.m.

**2. Roll Call:**

The following Commissioners were present: John Hodvedt, Peter Hintz, Joseph Busch, and William Smitz. Commissioner Jeff Erickson was excused.

**3. Public Comments:**

None

**4. Minutes of Previous Meeting:**

Motion by Commissioner Smitz to table the approval of the August 4, 2015 minutes; motion seconded by Commissioner Hintz; motion carried unanimously. Motion by Commissioner Hintz to approve the minutes of the January 1, 2016 meeting; motion seconded by Commissioner Smitz; motion carried unanimously.

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

- A. Motion by Commissioner Busch to convene into Closed Session pursuant to Section 19.85(1)(c), WI Statutes for purpose of discussions of personnel issues; motion seconded by Commissioner Smitz; Roll Call Aye: Hotvedt, Smitz, Busch, and Hintz. Nay: None. Motion carried 4-0 at 5:09 p.m.
- B. Motion by Commissioner Busch to reconvene in Open Session; motion seconded by Commissioner Smitz; motion carried unanimously at 5:45 p.m.
- C. Motion by Commissioner Busch to approve the hiring process for the position of Fire Engineer as presented to the commission; motion second by Commissioner Hintz; motion carried unanimously.
- D. Motion by Commissioner Hintz to approve Justin Benko for the Volunteer Fire Department; motion seconded by Commissioner Smitz; motion carried unanimously.

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

None

**7. Adjourn:**

Motion by Commissioner Busch to adjourn; motion seconded by Commissioner Hotvedt; motion carried unanimously at 7:08 p.m.

Respectfully submitted,  
Commissioner Smitz, Secretary