



CITY OF BURLINGTON

POLICE – FIRE COMMISSION

300 North Pine Street, Burlington, Wisconsin 53105
(262) 342-1161



MINUTES

City of Burlington Police and Fire Commission
Common Council Chambers
224 East Jefferson Street
Burlington, WI 53105

June 8, 2020

1. Call to Order:

Commissioner Hintz called the meeting to order at 5:02pm.

2. Roll Call:

Commissioners in attendance: Kevin Morrow, Bridget Hinchliffe, Peter Hintz, Patrick Albers, Chris Miller, Fire Chief Alan Babe and Police Chief Mark Anderson.

3. Public Comments: None.

4. Fire Chief's Report and Business:

On a motion by Commissioner Morrow and seconded by Commissioner Hinchliffe at 5:03pm all ayes carried the motion we convened into closed session pursuant to section 19.85 (1) (c) Wisconsin statutes for conducting employment, promotion, compensation, or performance evaluation data of any public employee over which this governmental body has jurisdiction or exercises responsibility.

On a motion by Commissioner Miller and seconded by Commissioner Hinchliffe all ayes carried the motion, we reconvened into open session at 5:23pm.

On a motion by Commissioner Miller and seconded by Commissioner Albers, Paul Neumann was added to the Fire Department eligibility list subject to a follow up interview with Chief Babe. All Ayes Carried the motion.

5. Approval of Minutes:

The minutes from the February 10, 2020 PFC meeting were approved on a motion by Commissioner Miller, seconded by Commissioner Morrow. All ayes carried the motion.

6. Police and Fire Commission Business:

President nominations were opened. Commissioner Hintz was nominated. Nominations were closed. On a motion by Commissioner Miller and seconded by Commissioner Morrow all ayes carried the motion, Commissioner Peter Hintz was appointed President of the Burlington Wisconsin Police and Fire Commission.

Vice President nominations were opened. Commissioner Miller was nominated. Nominations were closed. On a motion by Commissioner Hintz and seconded by Commissioner Miller, all ayes carried the motion, Commissioner Chris Miller was appointed Vice President of the Burlington Wisconsin Police and Fire Commission.

Secretary nominations were opened. Commissioner Hinchliffe was nominated. Nominations were closed. On a motion by Commissioner Hintz and seconded by Commissioner Hinchliffe, all ayes carried

the motion, Commissioner Bridget Hinchliffe was appointed Secretary of the Burlington Wisconsin Police and Fire Commission.

7. Police Chief's Report and Business:

Chief Anderson stated that Officer Holtz was excused from the department as he did not pass his probationary period. Based off the PFC eligibility list that was created with the last hiring process, CBPD will move forward with the next candidate.

Commissioner Hintz asked for a copy of the Police Department Procedures and Policy manual for the PFC. This helps them to understand what is in place regarding what they may be involved in. Chief Anderson will get a copy to him.

8. Adjourn:

A motion by Commissioner Miller with a second from Commissioner Alders was made to adjourn the meeting. All ayes carried the motion and the meeting was adjourned at 5:45pm.

Respectfully submitted,
Sarah Dalby, Public Safety Administrative Assistant

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