



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**  
**October 6, 2015**

**Call to Order:**

President Hotvedt called the meeting to order at 5:00 p.m.

**Roll Call:**

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

**Public Comments:**

None

**Minutes of Previous Meeting:**

Motion by Commissioner Hotvedt to table the approval of the August 4, 2015 minutes; motion seconded by Commissioner Smitz; motion carried unanimously. Motion by Commissioner Erickson to approve the minutes of the September 1, 2015 meeting; motion seconded by Commissioner Smitz; motion carried unanimously.

**Fire Chief's Report and Fire Department Business**

A. No new business.

**Police Chief's Report and Police Business**

A. Motion by Commissioner Smitz 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 Erickson; motion carried unanimously at 5:01 p.m.

B. Motion by Commissioner Smitz to reconvene in Open Session; motion seconded by Commissioner Erickson; motion carried unanimously at 5:22 p.m; motion carried unanimously.

C. Motion by Commissioner Hotvedt to authorize Chief Anderson, to utilize as the process for promotion of the open sergeant position, the list of top candidates from the most recent promotional process, subject to PFC confirmation; motion seconded by Commissioner Smitz; motion carried unanimously at 5:23 p.m.

D. Motion by Commissioner Hotvedt to confirm Brian Zmudzinski promotion to Lieutenant of Police; motion seconded by Commissioner Smitz; motion carried unanimously at 5:25 p.m.

**Adjourn:**

Motion by Commissioner Hotvedt to adjourn; motion seconded by Commissioner Erickson; motion carried unanimously at 5:27 p.m.

Respectfully submitted,  
Commissioner Smitz, Secretary