



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
April 11, 2022

1. Call to Order:

Commissioner Hintz called the meeting to order at 5:00 p.m.

2. Roll Call:

All Commissioners were in attendance. Fire Chief Alan Babe, Police Chief Mark Anderson and Carina Walters, City Administrator were also in attendance.

3. Approval of Minutes:

The minutes from the March 14, 2022, PFC meeting were approved on a motion by Commissioner Everson, seconded by Commissioner Albers. All Ayes carried the motion.

4. Fire Chief's Report and Business: None

5. Police Chief's Report and Business: None

6. Adjourn into Closed Session: On a motion by Commissioner Hinchliffe and seconded by Commissioner Everson at 5:01 p.m. all Ayes carried the motion to convene 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.

Fire Chief Babe was excused for the remainder of the closed session.

Discussion regarding the Chief of Police recruitment process was held.

On a motion by Commissioner Albers and seconded by Commissioner Hinchliffe, all Ayes carried the motion to reconvene into open session at 6:01 p.m.

The Commissioners will meet on Monday, April 18, 2022 at 2:00 pm to discuss the hiring process and identify interview questions for the internal candidates interviews that will be held the week of April 25th.

7. Police and Fire Commission Business: Kyle Gulya presented training/educational overview of the operational rules for the Burlington Police and Fire Commission.

8. **Adjourn:** A motion by Commissioner Everson with a second from Commissioner Miller was made to adjourn the meeting. All Ayes carried the motion at 7:35 p.m.

Respectfully submitted,
Bridget Hinchliffe
Secretary Police – Fire Commission

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