

**Minutes of the Meeting of the Police and Fire Commission Held
On Monday, February 4th, 2019 pursuant to notice duly given**

1. Meeting called to order by Russ Young at 5:30 PM
2. Roll Call: Russ Young, Joe Watt, Bill Carriveau, Sheri Groll
Excused: Cliff Martin
Also present: Chief Rehberg, Chief Reed and Police Clerk Zahn as recording secretary
3. Approval of Agenda
Moved by Groll, seconded by Watt to approve the agenda. M/C
4. Review/recommendation /approval on:
 - a. Posting of Police Administrative Assistant Position
Moved by Young, Seconded by Watt to approve posting of the Administrative Assistant position. 4 ayes
Motion carried upon verbal voice vote.
 - b. Administrative Assistant Job Description
Moved by Young, Seconded by Carriveau to approve the description as presented. 4 ayes
Motion carried upon verbal voice vote.
- 4c. Commission voted at approximately 5:31 p.m. to convene into Closed Session pursuant to notice duly given and as allowed by Wis. Stats. 1985(1)(c) for discussion on personnel matters
 - c. Employee Resignation
 - d. Possible Hiring

Also present in closed session: Chief Rehberg and Chief Reed

Moved by Young, Seconded by Groll to move into closed session. 4 ayes
Motion carried upon verbal roll call.
- 4d. Commission voted at approximately 5:43 p.m. to reconvene into Open Session pursuant to notice duly given and as allowed by Wis. Stat. 19.85(2) for the remainder of the agenda.
Moved by Young, Seconded by Groll to return to open session at 5:43 p.m. 4 ayes
Motion carried upon verbal voice vote.
- 4e. Action/Discussion on Matters from Closed Session
 - a. Accept Pete O'Connor's resignation as presented
Moved by Young, seconded by Watt. 4 ayes
Motion carried upon verbal voice vote.
 - b. Hire Tabbi VandeVoort to start at the Chief's discretion.
Moved by Groll, seconded by Carriveau. 4 ayes
Motion carried upon verbal voice vote.
Moved by Watt, seconded by Groll to adjourn at 5:44 pm. 4 ayes
Motion carried upon verbal voice vote.

Respectfully Submitted:
Elizabeth Zahn
Police Clerk