

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN
(Final Minutes)

Meeting of the Village of Fontana Police and Fire Commission
Tuesday, June 18, 2024

The Police and Fire Commission meeting was called to order by PFC President Joe Haughey at 4:05 p.m. in the Fontana Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Board Members Present: President Joe Haughey, Commissioner Jay Hicks, Commissioner Tom Hausner, and Commissioner Al Kaminski

Also Present: Village Administrator Theresa Loomer, Interim Fire Chief Rick Manthy

General Business

Accept minutes of January 19, 2024 and April 19, 2024 Meetings

Hicks/Kaminski 2nd made a motion to approve the January 19, 2024 and April 19, 2024 meetings minutes for the Police and Fire Commission, and the MOTION carried without negative vote.

Discussion or Action to Amend Addendum 2024-1 to Sect. 9.1 of PFC Rules & Regs: Procedures for Selection of Fire Chief

Discussion centered around the need to change Addendum 2024-1 which was incorporated into the PFC Rules & Regs regarding the recruitment and examination process for Fire Chief selection. It was determined that the examination segment, consisting of a written exercise, be conducted in a monitored on-site facility, and the Addendum as revised was reviewed and discussed.

Haughey/Kaminski 2nd made a Motion to adopt the Amendment to Addendum 2024-1, and the MOTION carried without negative vote.

Discussion or Action on Commencing the Fire Chief Selection Procedures

The content of the Fire Chief job posting was reviewed and discussed, and agreement on the dates for posting and the deadline for accepting applications were decided.

Haughey/Hicks 2nd made a Motion to have the Fire Chief job opportunity posted on June 21, 2024 and the deadline for accepting applications subsequent to this posting set for July 19, 2024 at 4:00 pm, and the MOTION carried without negative vote.

Closed Session

Kaminski/Hicks 2nd made a Motion to go into closed session pursuant to Chapter 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, and 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session" specifically Fire Chief interview questions and approval of appointment by promotion for the Captain position in the Fire Department. The Roll Call Vote was as follows:

<u>Haughey</u>	<u>Aye</u>
<u>Hausner</u>	<u>Aye</u>
<u>Kaminski</u>	<u>Aye</u>
<u>Hicks</u>	<u>Aye</u>

Adjourn Closed Session

Hausner/Haughey 2nd made a Motion to adjourn from closed session and go back into open session, and the MOTION carried without negative vote.

Resume Open Session

Discussion first centered on the Fire Captain 5-part selection process that Interim Chief Manthy developed and implemented. In hearing Interim Chief Manthy's comments and upon review of the supporting materials presented, the Commission was unanimous in its praise for the comprehensive and incisive nature of the selection process. The interim Chief then presented the top four (4) scoring candidates in rank order and asked the Commission to approve promotion to the Fire Captain position. It was noted that this rank ordering is not to be considered a PFC eligibility list, but rather the Interim Chief's preference listing for promotion should the top ranked candidate or candidates refuse promotion. Kaminski/Hausner 2nd made a Motion to approve the promotion to the position of Fire Captain of four (4) candidates in rank order as follows: 1. Zachary Budill, 2. Kyle Tobias, 3. Cody Heindl, and 4. Nathan Lewis, and the MOTION carried without negative vote.

The Commission then discussed the content and scoring of the questions making up the written exercise segment of the Fire Chief selection procedures. Discussion to continue at the next Commission meeting which was tentatively scheduled for July 11, 2024.

Adjournment

Hicks/ Hausner 2nd made a Motion to adjourn the meeting, and the MOTION carried without negative vote.

Minutes prepared by: President Joe Haughey

Note: These minutes are subject to further editing. Once approved by the Police and Fire Commission, the official minutes will be kept on file at the Village Hall