

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

Virtual Meeting of the Village of Fontana Police and Fire Commission
Monday, November 4, 2024

The Police and Fire Commission meeting was called to order and held virtually by PFC President Joe Haughey at 3:03 p.m.

Commission Members Present: President Haughey, Commissioner Woodbury, Commissioner Kaminski, and Commissioner Hicks

Commission Members Absent: Commission Hausner

Also Present: Village Administrator Theresa Loomer and Fire Chief Rick Manthy

General Business

Accept Minutes of October 21, 2024 Meeting

Hicks/Woodbury 2nd made a Motion to approve the October 21, 2024 meeting minutes for the Police and Fire Commission, and the MOTION carried with no negative vote.

Discussion or Action on Revising Fire Department Position Descriptions

Chief Manthy indicated that he and his command staff will be reviewing and recommending revisions when necessary to the job descriptions and minimum qualifications for all employment positions in the Fire Department. The role of the PFC in the review and approval of any proposed revisions will be determined in a later meeting.

Closed Session

Haughey/Hicks 2nd made a Motion to go into closed session pursuant to Chapter 19.85(1)(c), for the purpose of "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility," specifically FF/EMT-Paramedic candidate employment recommendations.

The Roll Call Vote was as follows:

Haughey Aye

Kaminski Aye

Woodbury Aye

Hicks Aye

Adjourn Closed Session - 3:31 pm

Woodbury/Hicks 2nd made a Motion to adjourn from closed session and go back into open session, and the MOTION carried with no negative vote.

Resume Open Session

Chief Manthy had previously provided a report to the Commissioners summarizing the recruitment and hiring process for 2 candidates seeking **full-time** employment to fill FF/EMT-Paramedic positions, and 2 candidates seeking **part-time** employment also to fill FF/EMT-Paramedic positions. The Chief reiterated the background information on the candidates including past experience, education, certifications obtained, and results of oral interviews, and he responded to all questions presented by the Commissioners.

Haughey/Woodbury 2nd made a Motion to accept and approve Melissa McFarlin and Steven Perez for inclusion on a six-months eligibility list for Full-Time FF/EMT-Paramedics effective November 4, 2024, and the MOTION carried without negative vote.

Haughey/Hicks 2nd made a Motion to accept and approve Derek Anderson and Brian Loomis for inclusion on a six-months eligibility list for Part-Time FF/EMT-Paramedics effective November 4, 2024, and the MOTION carried without negative vote.

NOTE: Any offer of employment to these candidates is contingent upon successfully completing physical examination, psychological examination, drug screening, and additional background investigation.

Adjournment

Kamenski/Hicks 2nd made a Motion to adjourn the meeting, and the MOTION carried with no negative votes.

Minutes prepared by: Commissioner 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

APPROVED: 02/10/2025