

**Caledonia Police and Fire Commission
May 30, 2018
Meeting Minutes**

The Caledonia Police and Fire Commission met in OPEN SESSION at 5:30 p.m. in the Conference Room of the Caledonia Village Hall at 5043 Chester Lane, Racine, Wisconsin.

Commission Members Present: Fran Petrick
 Bernie LaMere
 Mike Linstroth
 Andrew Wier
 Kathryn Kasper

Agenda Item 1):

The meeting was called to order by Fran Petrick at 5:30 p.m.

Agenda Item 2):

The job description and posting notice for the position of Chief of Police were discussed. Several revisions were suggested. A motion was made by Bernie LaMere and seconded by Kathryn Kasper to approve the revised Chief of Police Duties & Responsibilities. The motion was approved unanimously. A motion was made by Kathryn Kasper and seconded by Bernie LaMere to approve the revised Position Posting Notice. The motion was approved unanimously.

Agenda Item 3):

A motion was made at 6:00 p.m. by Bernie LaMere and seconded by Andrew Wier to move into CLOSED SESSION pursuant to WI Stats., Section 19.85(1) (c) & (e), for the purpose of discussing oral interview questions for the position of Chief of Police. The motion was approved unanimously.

Agenda Item 4):

At 6:51 p.m. the meeting returned to OPEN SESSION. It was agreed that the Commission would meet again on June 6, 2018 to finalize the interview questions. It was also agreed to send the revised Duties & Responsibilities document and Job Posting document to Karie Torkilsen to incorporate the final changes and to distribute them to the appropriate Village officials for concurrence.

Agenda Item 5):

It was noted that the published Meeting Agenda erroneously indicated that the meeting minutes from August 8, 2018 would be approved. The correct minutes are from the May 8, 2018 meeting.

At 6:53 p.m. a motion was made by Kathryn Kasper and seconded by Bernie LaMere to approve the minutes of the April 30, 2018, May 8, 2018 and May 30, 2018 meetings. The motion was approved unanimously.

The meeting was adjourned with proper motion and unanimous approval at 6:54 p.m.

Respectfully submitted,

Michael Linstroth
Secretary
Caledonia Police and Fire Commission