



# Police and Fire Commission

## Regular Meeting

335 South Broadway  
De Pere, WI 54115  
<https://www.deperewi.gov/>

### Agenda

Thursday, December 15, 2022

8:00 AM

De Pere City Hall Nicolet Conference Room

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Police and Fire Commission** of the City of De Pere will be held on **December 15, 2022** at **8:00 AM** in the **De Pere City Hall Nicolet Conference Room, 335 S. Broadway, De Pere, WI 54115**.

#### I. Call to Order

1. Roll Call.
2. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Police and Fire Commission. §6-3(f) DPMC
3. Approval of the minutes of the November 17, 2022, Police and Fire Commission Meeting.
4. Confirmation of appointment to position of Police Sergeant.  
  
PLEASE TAKE NOTICE, that pursuant to Sections 19.85(1)(c) and (e), Wisconsin Statutes, the Commission may convene in closed session to discuss employment of any public person over which the Commission has jurisdiction or exercises responsibility.  
  
The Commission may then reconvene in open session to announce any action taken in closed session or for such other matters as are authorized by law.
5. Future agenda items.
6. Adjournment.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day so that arrangements can be made.

#### Agenda Sent To:

Police and Fire Commission  
Mayor  
Common Council  
Human Resources Director  
Chief of Police  
Fire Chief  
City Administrator  
City Attorney  
Bulletin Boards  
Library/News Media



City of De Pere, Wisconsin

**Request For Police and Fire Commission Action**

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**MEETING DATE:** December 15, 2022

**DEPARTMENT:** Human Resources

**FROM:** Kay Lenzen

**SUBJECT:** Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Police and Fire Commission. §6-3(f) DPMC

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City of De Pere, Wisconsin

**Request For Police and Fire Commission Action**

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**MEETING DATE:** December 15, 2022

**DEPARTMENT:** Human Resources

**FROM:** Kay Lenzen

**SUBJECT:** Approval of the minutes of the November 17, 2022, Police and Fire Commission Meeting.

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**ATTACHMENTS:**

- 2022-11-17 Police and Fire Commission - Draft Minutes (PDF)



# Police and Fire Commission

## Regular Meeting

335 South Broadway  
De Pere, WI 54115  
<https://www.deperewi.gov/>

### Draft Minutes

Thursday, November 17, 2022

8:00 AM

De Pere City Hall Nicolet Conference Room

#### I. Call to Order

The meeting was called to order at 8:03 AM by Commissioner Jeffrey Ritter

| Attendee Name  | Title                | Status  | Arrived |
|----------------|----------------------|---------|---------|
| Brittany Bell  | Commissioner         | Remote  |         |
| Eric Dunning   | Commissioner         | Present |         |
| Ted Penn       | Commission President | Excused |         |
| Jeffrey Ritter | Commissioner         | Present |         |
| Jayne Sellen   | Commissioner         | Present |         |

Also present were: Fire Chief Al Matzke, Assistant Fire Chief Jack Mlnarik, Talent Acquisition Specialist Stephanie O'Brien.

- Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Police and Fire Commission. §6-3(f) DPMC

None.

- Approval of the minutes of the October 20, 2022 Police and Fire Commission Meeting.

|                  |                                                           |
|------------------|-----------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                |
| <b>MOVER:</b>    | Jayne Sellen, Commissioner                                |
| <b>SECONDER:</b> | Eric Dunning, Commissioner                                |
| <b>AYES:</b>     | Brittany Bell, Eric Dunning, Jeffrey Ritter, Jayne Sellen |
| <b>EXCUSED:</b>  | Ted Penn                                                  |

- Discussion and possible action on candidates for the following positions: A. Creation of Firefighter Eligibility List; B. Firefighter.

PLEASE TAKE NOTICE, that pursuant to Sections 19.85(1)(c) and (e), Wisconsin Statutes, the Commission may convene in closed session to discuss employment of any public person over which the Commission has jurisdiction or exercises responsibility.

The Commission may then reconvene in open session to announce any action taken in closed session or for such other matters as are authorized by law.

Moved by Commissioner Eric Dunning to go into closed session. Motion seconded by Commissioner Brittany Bell. Motion carried on a roll call vote.

Moved by Commissioner Brittany Bell to resume in open session. Motion seconded by Commissioner Jayne Sellen. Motion carried on a roll call vote.

- Creation of Firefighter eligibility list.

Moved by Commissioner Jayne Sellen to put five (5) candidates on the Firefighter eligibility list. Motion seconded by Commissioner Eric Dunning. Motion carried.

- Confirmation of appointment to position of Firefighter.

Moved by Commissioner Eric Dunning to appoint Delbert Zuleger and Anthony Engebos to the position of Firefighter. Motion seconded by Commissioner Jeffrey Ritter. Motion carried.

7. Future agenda items.

None.

8. Adjournment.

Moved by Commissioner Brittany Bell to adjourn the meeting at 8:25 a.m. Motion seconded by Commissioner Eric Dunning. Motion carried.

Respectfully submitted,  
Kay Lenzen



City of De Pere, Wisconsin

**Request For Police and Fire Commission Action**

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**MEETING DATE:** December 15, 2022

**DEPARTMENT:** Human Resources

**FROM:** Kay Lenzen

**SUBJECT:** Confirmation of appointment to position of Police Sergeant.

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