



# Police & Fire Commission

## Regular Meeting

335 South Broadway  
De Pere, WI 54115  
[www.deperewi.gov](http://www.deperewi.gov)

## Agenda

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Thursday, January 22, 2026

8:00 AM

Council Chambers

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Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Police & Fire Commission** of the City of De Pere will be held on **January 22, 2026 at 8:00 AM** in the **De Pere City Hall Council Chambers, 335 S. Broadway, De Pere, WI 54115**.

I. Call to Order

1. Roll Call
2. Public Comment on 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 December 18, 2025, Police and Fire Commission meeting.
4. Consideration and possible action on candidates for the following positions: A. Creation of Firefighter Eligibility List; B. Firefighter; C. Fire Lieutenant.

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. Creation of Firefighter Eligibility List.
6. Confirmation of appointment to position of Firefighter.
7. Confirmation of appointment to position of Fire Lieutenant.
8. Future agenda items.
9. Adjournment.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Human Resources Department at 920-339-4045 by noon

on the previous day so that arrangements can be made.

Agenda Sent To:

Alderspersons

City Manager

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce



**Request for Police & Fire Commission Action**

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**MEETING DATE:** January 22, 2026  
**DEPARTMENT:** Human Resources  
**FROM:** Shannon Metzler, Human Resources Director  
**SUBJECT:** Approval of the minutes of the December 18, 2025, Police and Fire Commission meeting.  
**RECOMMENDED ACTION:** Staff recommends approval.

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Approval of the December 18, 2025, Police and Fire Commission minutes.

ATTACHMENTS:  
12-18-2025 Police and Fire Commission Minutes



# Police & Fire Commission

## Regular Meeting

### Minutes

335 South Broadway  
De Pere, WI 54115  
[www.deperewi.gov](http://www.deperewi.gov)

Thursday, December 18, 2025

8:00 AM

City Hall, Riverview Conference Room (335 S. Broadway)

#### I. Call to Order

##### 1. Roll Call

**Present:** Erin Bongers, Eric Dunning, Ted Penn, Kristen Johnson

**Absent:** None

**Excused:** Jayme Sellen

Also present were: Talent Acquisition Specialist Stephanie O'Brien, Police Chief Jeremy Muraski, Police Captain Nathan Mrstik, and Fire Chief Brett Jansen.

- 2. Public Comment on 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.

- 3. Approval of the minutes of the November 18, 2025, Police and Fire Commission minutes.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Erin Bongers
<b>SECONDER:</b>	Kristen Johnson
<b>AYES:</b>	Ted Penn, Eric Dunning, Kristen Johnson, Erin Bongers

- 4. Consideration and possible action on candidates for the following positions: A. Police Patrol Sergeant; B. Police Detective 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.

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

Moved by Commissioner Kristen Johnson to resume in open session. Motion seconded by Commissioner Ted Penn. Motion carried on a roll call vote.

- 5. Confirmation of appointment to position of Police Patrol Sergeant.

Moved by Commissioner Kristen Johnson to appoint Kyle Phillips to the position of Police Patrol Sergeant. Motion seconded by Commissioner Erin Bongers. Motion carried.

6. Confirmation of appointment to position of Police Detective Sergeant.

Moved by Commissioner Erin Bongers to appoint Matthew Smith to the position of Police Detective Sergeant. Motion seconded by Commissioner Eric Dunning. Motion carried.

7. Future agenda items.

None.

8. Adjournment.

Moved by Commissioner Eric Dunning to adjourn the meeting at 8:30 a.m. Motion seconded by Commissioner Erin Bongers. Motion carried.

Respectfully submitted,  
Kay Lenzen



**Request for Police & Fire Commission Action**

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**MEETING DATE:** January 22, 2026  
**DEPARTMENT:** Human Resources  
**FROM:** Shannon Metzler, Human Resources Director  
**SUBJECT:** Creation of Firefighter Eligibility List.  
**RECOMMENDED ACTION:** Staff recommends approval.

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**ATTACHMENTS:**  
None



**Request for Police & Fire Commission Action**

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**MEETING DATE:** January 22, 2026  
**DEPARTMENT:** Human Resources  
**FROM:** Shannon Metzler, Human Resources Director  
**SUBJECT:** Confirmation of appointment to position of Firefighter.  
**RECOMMENDED ACTION:** Staff recommends approval.

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ATTACHMENTS:  
None



**Request for Police & Fire Commission Action**

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**MEETING DATE:** January 22, 2026  
**DEPARTMENT:** Human Resources  
**FROM:** Shannon Metzler, Human Resources Director  
**SUBJECT:** Confirmation of appointment to position of Fire Lieutenant.  
**RECOMMENDED ACTION:** Staff recommends approval.

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**ATTACHMENTS:**  
None