

JULY 29, 2015

POLICE COMMISSION MEETING

5PM Adm. Heinig called the meeting to order in absence of a Police Commission President

Present: Vice President Jeff Reiter, Members Ron Bertelsen, Marybeth Vahala, Joe Kovacevich, and new member Scott McCullough

Also present: Adm. Heinig, Village President Proctor, Lt. Collins, & Chief McHugh

2. Motion Bertelsen, 2nd McCullough to nominate Jeff Reiter as President.
No other nominations. Reiter elected President unanimously.

Motion McCullough, 2nd Kovacevich to nominate Scott McCullough as Vice-President.
No other nominations. McCullough elected unanimously.

Motion Kovacevich, 2nd McCullough to nominate Marybeth Vahala as Secretary.
No other nominations. Vahala elected Secretary unanimously.

President Reiter now chairing Police Commission meeting.

1. Motion Vahala, 2nd Kovacevich to approve the 3-10-14 Police Commission Minutes.
Carried unan.

3. Discussion on future vacancies/promotions within Holmen PD in 2016.

Chief McHugh informed Commission of intent to retire at the end of Jan. 2016.
Adm. Heinig & Chief McHugh are in process of drafting an updated Police Chief Job Description.

For the next P.C. meeting the Commission will have the job description. Agenda items will include the hiring/promotional process the P.C. adopts.

Further, if an internal promotion should occur, the Police Lt. position will need to be hired/promoted.

Potentially at least one new police officer will need to be hired for 2016, and the possibility of another police officer if the 2016 budget includes a new position.

4. Set future meeting date:

The next meeting date set for Aug. 24, 2015 at 5:30PM at the Police Department.

That meeting was later amended to be held on Monday, Aug. 31, 2015 at 5:30PM, at the new police station at 119 W. Wall St.

5. 5:35PM Motion McCullough, 2nd Bertelsen to adjourn.

Carried unanimously

Minutes by,

Chief M. McHugh

8-19-15