

## **Police Commission**

### *Meeting Notice and Agenda*

**Village of Cross Plains**  
2417 Brewery Road, PO Box 97  
Cross Plains, WI 53528  
(608) 798-3241

**Monday, August 31, 2015**  
**7:00 pm**

- I. Call to Order, Roll Call, and Pledge of Allegiance
- II. Public Comment – This is an opportunity for anyone to address the commission on any issue NOT on the current agenda. Please observe the time limit of 3 minutes. While the commission encourages input from residents, it may not discuss or act on any issue that is not duly noticed on the agenda.
- III. General Business
  1. Discussion & action to approve the minutes of the regular meeting held July 13, 2015.
  2. Updated from the Police Chief regarding the Police Officer position recruitment.
  3. Discussion and action to revise the timetable governing recruitment, testing, and selection of a Police Officer.
  4. Schedule Next Meeting Date(s)
- IV. Adjournment

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the Village Hall at (608) 798-3241 or [matt@cross-plains.wi.us](mailto:matt@cross-plains.wi.us).

## **Police Commission**

### *Meeting Minutes*

Village of Cross Plains  
2417 Brewery Road, PO Box 97  
Cross Plains, WI 53528  
(608) 798-3241

Monday, July 13, 2015

7:00 pm

I. Call to Order, Roll Call, and Pledge of Allegiance

Commission Vice-President Greffin called the meeting to order at 7:00 pm.

Present: Commissioners Paul Bartleson, Darrell Parrish, Dan Layton, and Commission Vice-President Dick Greffin.

Not-Present: Commissioner Ed Pelowsky.

II. Public Comment – None.

III. General Business

**1. Discussion and action to approve the minutes of the regular meeting held June 8, 2015** – A motion was made by Commissioner Pelowsky, seconded by Commissioner Parrish, and unanimously carried by the Police Commission to approve the minutes of the regular meeting held June 23, 2014.

**2. Discussion and action regarding the appointment of officers:**

*a. President* – A motion was made by Commissioner Greffin, seconded by Commissioner Parrish, and unanimously carried by the Police Commission to appoint Paul Bartleson as President.

*b. Vice-President* – A motion was made by Commission President Bartleson, seconded by Commissioner Greffin, and unanimously carried by the Police Commission to appoint Darrell Parrish as Vice-President.

*c. Secretary* – A motion was made by Commission President Bartleson, seconded by Commission Vice-President Parrish, and unanimously carried by the Police Commission to reappoint Matt Schuenke, Village Administrator/Clerk-Treasurer, as Secretary.

**3. Updated from the Police Chief regarding the Police Officer position recruitment –** The Police Chief provided an update on the recruitment for the currently vacant Police Officer position. The application advertisement period is set to close on July 17, 2015.

**4. Discussion and action regarding a determination on the oral interview test to be used in the recruitment –** Following discussion, a motion was made by Commissioner Layton, seconded by Commission Vice-President Parrish, and unanimously carried by the Police Commission to approve the interview questions and rating system prepared by the Police Department for use in the oral interview test. The Interview Panel was further defined as Commission Vice-President Parrish, Police Chief Janssen, Lieutenant/Detective Davis, and a ranking officer from an outside police agency.

**5. Schedule Next Meeting Date –** The next meeting will be held on August 31, 2015 at 7:00 pm.

IV. Adjournment

A motion was made by Commission Vice-President Parrish, seconded by Commissioner Layton, and unanimously carried by the Police Commission to adjourn the meeting at 7:56 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,

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Matthew G. Schuenke  
Police Commission Secretary  
Village Administrator/Clerk-Treasurer