



**AGENDA**  
**City of Milton**  
**Police Commission**  
**Wednesday, December 11, 2013**  
**6:00 p.m.**  
**SHAW MUNICIPAL CENTER**  
**Council Chambers**  
**430 E. High Street**

1. Call to order
2. Approve Agenda
3. Approve Minutes – November 14, 2013
4. Consideration of a motion to convene into closed session pursuant to Wisconsin Statute Section 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Re: Part-time Police Officer Candidate Interviews
5. Reconvene into open session for possible action(s) on items discussed in closed session
6. Next Meeting Date – December 12, 2013
7. General Items
8. Motion to Adjourn

\*\*Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's office at 868-6900, 430 E. High Street, Milton, WI 53563.

Notice is hereby given that a majority of the Common Council may be present at this committee meeting at the above mentioned date and time to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council will not take any formal action at this meeting.

Posted by: Michelle Ebbert  
12/06/13

**City of Milton**  
**Police Commission ~ Thursday, November 14, 2013**

**Call to order**

Chairperson Burt called the meeting to order at 6:03 p.m.

Present: Chairperson Jennie Burt, Comm. Marlys Howe, Comm. Sharon Rozelle, and Comm. Jerry Turner.

Also Present: Chief Dan Layber and City Clerk Michelle Ebbert.

**Approve Agenda**

Comm. Rozelle moved to approve the agenda. Comm. Howe seconded the motion and carried.

**Approve Minutes – October 16, 2013**

Comm. Turner moved to approve the minutes. Comm. Howe seconded the motion and carried.

**Chief's Informational Report to Commission**

Monthly Report Summary/Highlights – no report available.

Updates on Issues or Incidents as necessary

- Vandalism done at Schilberg Park over the previous weekend was solved. An anonymous tip alerted the Police Department of a suspect.

No action was taken.

**Discussion and possible action to authorize the amendment of Police Commission Bylaw**

**5.01(a)(1) "Promotions"**

Chief Layber reviewed the bylaws requirement of two candidates for each position. Chief requested a one-time amendment under section 10.02 to repeal the rules and allow one candidate to be interviewed per position.

Comm. Howe moved to allow an amendment as stated in 10.02 to allow for a one-time amendment of 5.01(a)(1) done by a majority vote of the Police Commission action to allow one candidate be interviewed for the two LT vacant positions instead of two candidates interviewed for the two LT vacant positions as required in the bylaws. Comm. Turner seconded the motion and carried.

**Discussion and possible action on police officer hiring process**

Chief Layber reviewed the process of hiring two part-time officers. Applications are being sought for part-time positions as the department is short three full-time officers. Interviews will be held on Wednesday, December 11<sup>th</sup> and Thursday, December 12<sup>th</sup>. The application deadline is November 20<sup>th</sup>. The Commission discussed spreading interviews over two dates.

**Consideration of a motion to convene into closed session pursuant to Wisconsin Statute Section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Re: Police Lieutenant Interviews**

Comm. Howe moved to convene into closed session at 6:26 p.m. Comm. Rozelle seconded the motion and carried.

**Reconvene into open session for possible appointment to Police Lieutenant position(s)**

Comm. Howe moved to reconvene into open session at 7:16 p.m. Comm. Turner seconded the motion and carried.

Comm. Turner moved to certify the candidates, Officer Mike Chesmore and Office Kevin Arneson, as being eligible for promotion to Lieutenant. Comm. Rozelle seconded the motion and carried.

**Next Meeting Date – December 11 and December 12, 2013 at 6:00 pm**

**General Items**

Comm. Howe asked about the construction schedule for the new building on Janesville Street.

Chief Layber stated that two new cars will be delivered in mid December.

**Motion to Adjourn**

Comm. Howe moved to adjourn the meeting at 7:26 p.m. Comm. Turner seconded the motion and carried.

Respectfully submitted,

Michelle Ebbert  
City Clerk