



CITY HALL • 109 NORTH MAIN STREET • HARTFORD, WI 53027

**City of Hartford Police & Fire Commission Agenda**  
**Council Chambers, 109 North Main Street**  
**Wednesday, February 10, 2021**  
7:00 p.m.

This is a regular meeting of the Police and Fire Commission of the City of Hartford. Prior to this meeting, notice was given to the public by posting an agenda on the City Office Meeting Board, Library Bulletin Board, and Police Bulletin Board. In addition, the Daily News (the official City newspaper) was given notice of this meeting and an agenda was placed in their City Office mailboxes at least 24 hours ago.

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of the minutes from the November 11, 2020 meeting (minutes attached)
- 5) Public Comment Period
- 6) **Fire & Rescue** - Chief Stephans is seeking the Commission's approval of Daniele Levin to the position of probationary EMT-Paramedic, Christopher Creed to probationary Firefighter/Paramedic, Maggie Drinan to probationary Firefighter/AEMT, Adam Sterman to probationary Firefighter, Cody Werner to probationary Firefighter, and Jacob Huber to probationary Firefighter (memo attached)
- 7) **Police Department** – The Police & Fire Commission will move into closed session pursuant to Wis. Stats. 19.85(1)(f) for the purpose of "*considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.*" The Commission will be briefed about a disciplinary matter involving the suspension of a subordinate.
- 8) Return to open session
- 9) Adjournment

Ronald Kuhar, President  
Hartford Police and Fire Commission

"Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting. Members of the Common Council may attend the above meeting. Pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W.2d 408 (1993) such attendance may be considered a meeting of the Common Council. This notice is given so that members of the Common Council may attend the meeting without violating the open meeting law."

**POLICE & FIRE COMMISSION**  
CITY OF HARTFORD, 109 N. Main Street, Hartford, WI 53027

**November 11, 2020 Minutes**

1. The PFC meeting was called to order at 7:00 pm in the Council Chambers.
2. Present: Commissioners Albrecht, Fehr, Kirley, Kuhar, and Hetzel; Police Chief MacFarlan; Fire & Rescue Chief Stephans; Alderperson Mixon.
3. Public Comment Period: None
4. Motion by Kirley & seconded by Albrecht approving the minutes of the September 9, 2020 meeting. Approved 5-0.
5. Motion by Hetzel & seconded by Fehr approving Chief Stephans' appointment of Rebecca Pinter as a probationary EMT-Paramedic. Approved 5-0.
6. Motion by Fehr & seconded by Kirley to move into closed session to discuss Police Officer candidate interview questions for future PFC interviews. Approved 5-0.
7. Motion by Kirley & seconded by Albrecht to return to open session. Approved 5-0.
8. Commissions gave their thoughts to have ten questions per candidate.
9. Motion by Hetzel & seconded by Kuhar adjourning the meeting at 7:56 pm. Approved 5-0.

Respectively,  
Dennis Albrecht, Vice President  
Hartford Police & Fire Commission

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## HARTFORD FIRE AND RESCUE MEMORANDUM

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**DATE:** 02/05/2021  
**TO:** JULIE HANRAHAN  
**FROM:** FIRE AND RESCUE CHIEF PAUL STEPHANS  
**RE:** AGENDA ITEM FOR POLICE AND FIRE COMMISSION

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**Chief Stephans** is seeking the commission's approval of the following appointments;

- Appointment of **Daniele L. Levine** to the position of probationary Emergency Medical Technician – Paramedic
- **Christopher W. Creed** to probationary Firefighter/Paramedic
- **Maggie Drinan** to the position probationary FF/AEMT.
- **Adam Serman** to probationary Firefighter.
- **Cody Werner** to probationary Firefighter.
- **Jacob Huber** to probationary Firefighter.

**Levine** and **Creed** are both licensed EMT-Paramedics that reside in the City of Hartford. **Drinan** is a state licensed Advanced EMT and resides in the City of Hartford. Both **Creed** and **Drinan** hold numerous firefighting certifications. **Serman, Werner and Huber** are currently enrolled in FFI Certification Class through MPTC. They all have completed the oral interview process and background check. Their employment is now pending the commission's approval of Chief Stephans' appointment and the successful completion of a pre-employment physical exam.