



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

City of Hartford Police & Fire Commission Agenda
Council Chambers, 109 North Main Street
Wednesday, November 9th, 2022
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 provided at least 24 hours ago.

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of the minutes from September 14th, 2022 (Minutes attached)
- 5) Public Comment Period
- 6) **Fire Department** – Chief Stephans will appear seeking the commission’s approval of his appointment of David B. Claussen to the position of probationary firefighter and Emily C. Gehring to the position of non-resident probationary EMT. (Background information attached)
- 7) Adjournment

Richard Fehr, 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.”

City of Hartford Police & Fire Commission

Minutes for September 14, 2022

1. PFC meeting called to order by Vice President Kirley at 7:00 PM
2. Pledge of Allegiance
3. Roll Call: Kirley, Albrecht, Kuhar and Hetzel present, as well as Fire Chief Stephans, Police Chief MacFarlan and Alderperson Webb. Commissioner Fehr was absent and excused.
4. Motion by Kuhar, seconded by Kirley to approve the August 10, 2022 and August 31, 2022 minutes. Approved 4-0.
5. No public comments.
6. Motion by Hetzel, seconded by Kirley to go into closed session pursuant to Wi. Stats 19.85(1)(c). Approved 4-0.
7. Motion by Kuhar, seconded by Hetzel to go back into open session. Approved 4-0.
 - a. Motion by Kuhar, seconded by Albrecht to establish a current eligibility list for the position of Police Officer to include the following names in alphabetical order, and expire one (1) year after creation on September 14, 2023: Alex L. Canfield, Rebecca N. Leibiger, Grace A. Millard, Geoffrey J. Radtke, Brandon D. Springer. Approved 4-0.
 - b. Motion by Hetzel, seconded by Albrecht to confirm Chief MacFarlan's appointment of Alex Canfield from the list to the position of Police Officer, on or after September 14, 2022, subject to successful completion of all pre-hire conditions. Approved 4-0.
 - c. Motion by Albrecht, seconded by Kirley to approve Chief Stephans' promotion of Jacob Clark to Lieutenant and James Koerber to Safety Officer. Approved 4-0.
8. Motion by Kuhar, seconded by Kirley to approve Chief Stephans' appointment of Maxwell Teschner to the position of probationary firefighter and Ben Kaczmarek to the position of non-resident probationary EMT. Approved 5-0.
9. Motion by Albrecht, seconded by Kirley for adjournment at 7:38pm. Approved 4-0.

Dennis Albrecht Secretary
HPFC

Appointment Attachment

Candidate Claussen is a resident of the City of Hartford. He is currently enrolled in the FF I course. Candidate Gehring resides in the Town of Hartford and is currently a State Licensed EMT. Both candidates have passed the oral interview and background check portion of the hiring process. Their employment with the City of Hartford is pending the commission's approval of this appointment and their successful completion of a pre-employment physical examination.