



CITY OF MERRILL
POLICE AND FIRE COMMISSION
AGENDA • WEDNESDAY AUGUST 17, 2022

Regular Meeting

City Hall Council Chambers

6:00 PM

- I. Call to Order
- II. Minutes from Previous Meeting
 1. Approve minutes from June 2, 2022 meeting
- III. Open Session:
 1. Discussion and possible consideration of Battalion Chief promotional list - Fire Chief Klug
- IV. Public Comment
- V. Closed Session:
 1. The Commission may convene in closed session pursuant to Wis. Stat. Chapter 19.85(1)(c) to conduct Fire Fighter/Paramedic candidate interviews.
- VI. Reconvene in Open Session:
 1. The Commission may reconvene in open session for possible action related to Fire Fighter/Paramedic candidate interviews.
- VII. Adjournment

CITY OF MERRILL
POLICE AND FIRE COMMISSION

Thursday, June 2, 2022 • 5:15 p.m.
Basement Conference Room – City Hall • 1004 E. First St., Merrill, WI

Members Present: Nicole Johnson (Secretary), Lisa Gervais, Eric Malm, Jeremy Thompson and Norm Hanson
Members Absent:
Others Present: Mayor Hass, MDP Officer Bacher, Police Chief Bennett and City Administrator Dave Johnson

I. Call to Order:

Mayor Hass called the meeting to order at 5:15 p.m.

II. Commission Organization:

Mayor Hass called for nominations for officers (Chairman and Secretary). Nomination of Norm Hansen as Chairman was made by Nicole Johnson and 2nd made by Lisa Gervais. Hansen accepted nomination and motion was carried with 5/5 vote. Nomination of Nicole Johnson as Secretary was made by Lisa Gervais and 2nd made by Norm Hanson. Johnson accepted the nomination and motion was carried with 5/5 vote. Two new members of the commission have been appointed as well: Jeremy Thompson and Eric Malm.

III. Approval of Prior Minutes:

Minutes dated 12.06.2021 up for approval. Motion made to accept minutes (Hansen/Malm). *Carried*

IV. Public Comment Period:

No public comments.

Chief Bennett gave an update on the vacancies of the dept as well as an upcoming retirement in January. There are currently two patrol vacancies to fill and a possible third spot soon with the pending retirement. Approval in process needed to move forward with applicants that have begun hiring process, testing and interviews have been conducted. 4 applicants being presented for approval by the commission (3 of which have received contingent offers).

V. Closed Session(s): Convened at 5:28 p.m.

Pursuant to Wisconsin State Statutes Section 19.85(1)(c), moved (Thompson/Gervais) that the Commission go into closed session “to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the Commission has jurisdiction of exercises responsibility. *Carried*.”

VI. Reconvene in Open Session: Reconvened at 6:34 p.m.

The committee may reconvene in open session to recommend applicant approvals. Motion to move to open session (Thompson/Johnson). *Carried*.

Motion made to approve the four applicants in the hiring process brought forth by Chief Bennett for consideration, pending their qualifications and testing requirements met (Thompson/Malm): Carried by vote 5/5, *motion carried*.

VII. Adjournment:

Moved to adjourn at 6:57 p.m. (Malm/Thompson). *Carried*.

Respectfully submitted,
Nicole Johnson, Secretary

Attachment: 2022-06-02 Police and Fire Minutes (9108 : Approve minutes from June 2, 2022 meeting)



CITY OF MERRILL

Fire Department

Joshua Klug, Fire Chief

110 Pier Street • Merrill, Wisconsin 54452

Phone: 715-536-2233 • Fax: 715-536-8334

October 13, 2020

Firefighter/Paramedic _____,

I would like to thank you for your recent participation in the promotional process for Battalion Chief – Operations of the Merrill Fire Department. This was not an easy process, but a process that I feel considers the overall package of all candidates to determine the top choices at this time. All of the candidates performed very well, but there is also room for improvement.

Candidate	Cover Letter/ Resume	Writing Sample	Written Test	Oral Interviews	Assessment Center	Peer Review	Experience	Chief Eval.	Total
John Kraegenbrink	8.0	13.2	11.7	15.8	16.8	8.7	5.0	3.9	83.1
Dave Graveen	8.0	13.5	12.2	14.4	16.8	3.5	4.9	4.6	77.9
Tyler Mueller	7.0	12.6	10.1	14.8	16.0	6.0	2.9	3.0	72.4
Josh Grovogel	7.5	14.1	5.6	12.6	17.0	1.8	2.9	2.0	63.5

The candidates in this process who participated in the last one showed an improvement to their scores. I believe participation in this process made all of the candidates and evaluators better. This eligibility list for promotion of Battalion Chief – Operations will be in effect until October 15, 2022. A qualifying score of 75 was needed for consideration to the promotional Battalion Chief – Operations list. A minimum score of 50 points was needed to maintain Temporary Supervisor status.

Once there is an opening to the position of Battalion Chief – Operations, I will request a meeting with the Police and Fire Commission to grant final approval of the top candidate(s) to the vacant position(s). During the duration of this eligibility list, candidate’s ranking on the list could change based on a variety of factors including, but not limited to, work performance, discipline and/or counseling issues, participation in fire department functions, Temporary Supervisor (TS) criteria and performance, and fire department conduct on-duty and off-duty. Once again, thank you for your participation in this process. I would be happy to discuss with you your results and offer any suggestions for improvement.

Respectfully Yours in Safety,

Joshua R. Klug, Merrill Fire Chief

Attachment: Extension of Battalion Chief promotional list (9106 : Discussion and possible consideration of Battalion Chief promotional list.)