

**CITY OF FRANKLIN  
POLICE & FIRE COMMISSION MEETING  
FRANKLIN CITY HALL HEARING ROOM  
9229 W. Loomis Road, Franklin, Wisconsin  
Thursday, January 30, 2020 @ 3:00 p.m.**

**MINUTES**

- I. The January 30, 2020 Police & Fire Commission Meeting was called to order at 3:00 p.m. by Commission President Donohoo in the Hearing Room at Franklin City Hall. Members present were Commissioners Donohoo, Lindner, and Schnagel. Commissioners Lenz and Mineo were excused. Also in attendance were Police Chief Oliva and Human Resources Coordinator Zahn.
  
- II. Approval of the Minutes of the November 14, 2019 meeting.  
  
Motion by Commissioner Schnagel and seconded by Commissioner Lindner to approve the minutes as submitted. Motion Carried: Ayes – All.
  
- III. Hiring of Police Patrol Officer. The hiring/employment of Brenden F. Butler as a Police Department Police Patrol Officer from the August 2018 Police Patrol Hiring Process.  
  
Motion by Commissioner Lindner and seconded by Commissioner Schnagel that Brenden F. Butler is hereby appointed to the position of City of Franklin Police Patrol Officer effective as of 2/3/2020, that said appointment is subject to a 1 year introductory period commencing on the effective date of his appointment, that the 1 year introductory period will expire at the end of 1 year unless extended by the Commission, and the Police Chief shall provide the Commission reports of his progress when requested by the Commission. Motion Carried: Ayes – All.
  
- IV. Completion of Probationary Period by Detective Margarita Paro.  
  
The Chief stated she is doing a great job. No action needed.
  
- V. An Update on the Selection Process to Fill the Fire Department Assistant Chief Position.  
  
No Action Needed.
  
- VI. An Update on the Selection Process to Hire Fire Department Firefighter/Paramedic  
  
No Action Needed
  
- VII. Hiring of Police Patrol Officers. The creation of a new hiring process.  
  
Motion by Commissioner Schnagel and seconded by Commissioner Lindner that the Commission commences a new hiring list pursuant to what has been done in the past with the process including only experienced officers with at least 1 year of service.

VIII. Police and Fire Department Informational Items

Chief Oliva previously announced during the meeting that he would have 1 opening for a Patrol Officer due to a retirement effective tomorrow. No Action Needed.

IX. Future Meeting Dates and Agenda Items.

A meeting will be scheduled once an approval is needed for an Assistant Fire Chief or Patrol Officer candidate.

X. Adjournment.

Motion by Commissioner Lindner and seconded by Commissioner Schnagel to adjourn at 3:22 p.m.  
Motion Carried: Ayes – All.