



City of Beaver Dam, Wisconsin
Police and Fire Commission Meeting Minutes
Fire Department Training Room
205 S. Lincoln Avenue
Tuesday, January 13, 2026
5:00 PM

1) Call to Order – Roll Call

The January 13, 2026, Police and Fire Commission meeting was called to order at 5:00pm by President Thea O'Connor. Present were Bill Lafler, Rebecca Robbins, Therese White, and Mike Stephens. Also present were Police Chief John Kreuziger, Fire Chief Michael Wesle and Lana Fassbender.

2) Approval of Minutes

- a) Review and take action on the approval of the December 9, 2025, meeting minutes.

Motion by Robbins to approve the December 9, 2025, meeting minutes, seconded by Lafler. Motion carried by acclimation.

3) Presentations & Reports

- a) Presentation from Lt. Smedema on the Detective division.

The scheduled presentation by Lieutenant Smedema will be moved to the next meeting due to his involvement in an active case and not available.

- b) City Administrator's comments.

The City Administrator provided updates, including appreciation for the recent facility tour, noting it was informative and productive. He also gave an update on the ongoing wage grid and salary study process, stating that this salary survey is being conducted by MGT for non-police and fire city staff (approximately 50 positions). A draft report is expected before the end of March, with the goal of presenting it to the City Council in April. He acknowledged delays in this study due to leadership transitions and the complexity of the wage study process. He did give assurance that progress is moving forward.

Mayor Marck also commented positively on the recent field trip to Watertown and Jackson facilities, noting it was helpful in understanding operational and facility-related considerations.

4) Fire Department Business

- a) Update commission on the operations of the Fire Department.

- One Paid-On-Call (POC) firefighter, Kyle Walters, will be hired; he is a Marine Corps veteran with industrial maintenance experience and one late POC applicant will be interviewed. Three offers were extended for POC positions; two candidates withdrew after learning more about time commitments.
- One current full-time vacancy exists. Additional openings are anticipated when Tony

Thomas retires April 1st and Charlie Bau retires later this summer.

- Positive feedback was received after PFC members, council members, the mayor, the city administrator, and fire department staff toured the Beaver Dam, Watertown, and Jackson Fire Departments. A drafted facility report from Five Bugles is expected soon, with a formal presentation for the council anticipated in late February or March.
- New CAD computers have been received; installation is expected by March 1.
- The Knox Box system, which was approved, has been received, and is awaiting installation alongside the CAD hardware. Installation will be completed in-house to reduce costs.
- The new ladder truck has been sent back to Seagrave for warranty corrections, including minor mechanical, cosmetic, and safety-related adjustments. None of these issues were service-critical. It is expected to return to service on Friday, the 16th. Mutual aid coverage is in place with Waupun FD while the truck is out of service.

- b) Discuss and take action on the approval of matching funds for WISCOM participation.

Motion by Stephens to approve a 20% local match for a \$50,000 WISCOM radio grant, seconded by White. Motion carried by acclamation. The grant provides \$40,000 with a \$10,000 local match. Funds will be used for radio upgrades and interoperability.

- c) Discuss and take action on moving Firefighter/Paramedic Aaron Lienke from probationary to regular status.

Motion by Lafler to move Firefighter/Paramedic Aaron Lienke from probationary to regular status, seconded by Robbins. Motion carried by acclamation. This was effective December 23, 2025.

- d) Discuss and take action on accepting the resignation of FF/Medic Emily Seifert effective Jan 22, 2026.

Motion by White to accept the resignation of Firefighter/Paramedic Emily Seifert, effective January 22, 2026, seconded by Robbins. Motion carried by acclamation.

- e) Discuss and take action on accepting the resignation of POC FF Samantha Osborne effective Jan 7, 2026.

Motion by Robbins to accept the resignation of POC Firefighter Samantha Osborne, effective January 7, 2026, seconded by White. Motion carried by acclamation.

5) Police Department Business

- a) Update commission on the operations of the Police Department.

- Chief Kreuziger reviewed the December calendar, noting that Papa John's did a fundraiser on their opening day and raised \$770 to be put towards either the drone program or the kid's fund.
- He distributed the DOJ's juvenile audit report showing full compliance.
- He gave an explanation of budget line item variances related to data vs. software expenses. An email from DC Stommel regarding this was shared.
- The City Administrator reviewed several ordinances, including dog bite procedures.

- The council approved the WISCOM radio grant application. This is a \$50,000 grant where the PD pays 20% or \$10,000.
- The PD had several meetings with the data center regarding security and safety.
- The DOJ hiring audit was completed with positive feedback.
- The Citizen Police Academy is accepting applications.
- A grant covering 50% of body armor vest replacement cost was received.
- The rescue unit refurbishment is nearing completion.
- The First Responder position (mental health support) is progressing well, with ongoing coordination with Dodge County Human Services.

b) Discuss and take action on the Police Department job descriptions.

The updated job descriptions were distributed for review only. The purpose is to standardize and consolidate city and police department job descriptions into a single format to reduce liability. No action taken; discussion and action scheduled for the next meeting.

6) Any Other Business for Placement on Future Agenda

Discuss and take action on the Police Department job descriptions.

7) Closed Session

- a) Discuss and take action to enter into closed session pursuant to Wisconsin Statute SEC. 19-85(1)(c) for the purpose of considering the employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. In particular, to review and discuss the Full-Time Firefighter/Paramedic and the POC Firefighter eligibility lists and to discuss salary and wages for the Police Department's Administrative Specialists and Supervisors.

Motion by Robbins to enter into closed session, to review and discuss the Full-Time Firefighter/Paramedic and the POC Firefighter eligibility lists and to discuss salary and wages for the Police Department's Administrative Specialists and Supervisors, seconded by Lafler motion carried by voice vote: White-aye, Stephens-aye, Lafler-aye, Robbins-aye, O'Connor-aye. The PFC entered into closed session at 5:39 pm.

- b) Commission may reconvene in open session to act upon any/all items discussed or deliberated during closed session.

Motion by Lafler to reconvene in open session, seconded by Stephens. The Commission reconvened in open session at 6:04 pm.

Motion by Stephens to approve the Full-Time Firefighter/Paramedic and the POC Firefighter eligibility lists by Stephens, seconded by Lafler. Motion carried by acclamation.

8) Adjourn

Motion by White to adjourn, seconded by Robbins. Motion carried by acclamation. The meeting ended at 6:06 pm.