



## Police and Fire Commission Meeting Minutes – July 28, 2015

ABSTRACT / SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL ACTIONS OF THE POLICE COMMISSION OF THE CITY OF WHITEWATER, WALWORTH AND JEFFERSON COUNTIES, WISCONSIN

Video and audio of this meeting can be viewed on the City of Whitewater web site at <http://www.whitewater-wi.gov/multimedia/police-fire-commission>

- I. Call to Order, Roll Call – Commission President Jan Bilgen called the meeting to order at 6:30 pm.  
Members present: Jan Bilgen, Dennis Knopp, and Dave Haberman  
Members absent: Dr. Mark McPhail, Craig Stauffer  
Also present: City Attorney Wallace McDonell, Chief Lisa Otterbacher and Support Service Manager Kathy Boyd.
- II. New Business
  - A. Oath of Office for Police and Fire Commissioner/Common Council Representative Stauffer – Bilgen stated that this is canceled due to Representative Stauffer not being present.
  - B. Review of Attorney Findings Regarding Complaint Against Chief Lisa Otterbacher – Bilgen distributed the report from Attorney Wassel to the Commissioners, Boyd, and City Attorney McDonell. Bilgen read the report into the official record (see attached report.)
  - C. Commission Action on Complaint Against Chief Lisa Otterbacher – Bilgen stated that there were a couple ways they could handle this issue. She stated that it would be more appropriated for someone other than her to make the motion. The Commission could move to accept the report from Attorney Wassel and concur with the findings. Bilgen stated that the Commissioners could check with the City Attorney McDonell. Attorney McDonell stated that it would be in order. Haberman made a motion to accept the report as it was read with a second by Knopp. Bilgen asked if there was any discussion and there was none. The motion passed by unanimous voice vote.  
AYES: Bilgen, Knopp, Haberman  
NOES: None  
ABSTAINED:  
ABSENT: Dr. McPhail, Stauffer  

Bilgen stated that typically a letter is sent to anyone who brings forth a complaint. Bilgen stated that she worked with City Attorney McDonell on drafting two versions of a letter addressed to the public and the Common Council. She stated that Mr. Kraayvanger (complainant) would receive a copy even though he formally withdrew his concern. Bilgen stated that the next step would be to request that the issue be added to Common Council agenda. Bilgen asked for input from the Commissioners or the City Attorney on the draft letters. Attorney McDonell recommended a small change to the letter. Bilgen stated that she copied the letters for the press release adding web site information for the media. Attorney McDonell recommended a couple of changes to the press release based on whether it would be released immediately or after the Common Council meeting. Bilgen stated that after the letter is revised it will be sent to the Common Council, a copy to Mr. Kraayvanger and the press release will be available after the Police and Fire Commission meeting or the next day. Bilgen stated that she will ask that it be placed on the next Common Council agenda, if allowed.

III. Future Meeting Date

A. Thursday, August 20, 2015 at 6:30 pm. There will be a closed session to interview a candidate

IV. Future Agenda Items – Knopp asked if the Commission will be looking at a new hire or a promotion. Bilgen stated that it will be a promotion to detective.

V. Adjournment – Bilgen asked for a motion to adjourn. Haberman asked if the Commission could back up a minute. Haberman stated that he personally knows about urban myths and things that develop and he wanted to give credit to Bilgen’s role along with the police department and the city going forward with the investigation. Haberman stated that unfortunately tax payer dollars were used to do it. Haberman stated that it needed to be done since some of the allegations have been rehashed more than once. Haberman stated that he was happy that it has been investigated thoroughly, cleared up and everyone can move on. Bilgen thanked Haberman then asked if someone wanted to make a motion to adjourn. Knopp made the motion with a second by Bilgen and the Commissioners unanimously voted to adjourn.

AYES: Bilgen, Knopp, Haberman

NOES: None

ABSENT: Dr. McPhail, Stauffer

The Commissioners adjourned at 6:50 pm.

Respectfully submitted,



Kathy Boyd  
Support Services Manager