



AGENDA  
City of Milton  
Police Commission  
Thursday, February 2, 2023  
6:00 p.m.  
MILTON CITY HALL  
Conference Room  
710 S. Janesville Street

1. **Call To Order**
2. **Approve Agenda**
3. **Approval Of Minutes - November 16, 2022**

Documents:

[POLICE COMMISSION MINUTES 11-16-2022.PDF](#)

4. **Discussion And Possible Action On Proposals Received For Police Chief Recruitment**
5. **Watch And Review Section 2 Of Police Commission Training**
6. **Review, Discussion, And Possible Action On Police Commission By-Laws**
7. **Chief's Information Report To Commission**
  - a. *Updates On Issues Or Incidents As Necessary*
8. **General Items**
9. **Remaining 2023 Meeting Dates - May 10, August 9, And November 8**
10. **Motion To Adjourn**

\*\*Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's Office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

Notice is hereby given that a majority of the Common Council may be present at this meeting at the above mentioned date and time to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council will not take any formal action at this meeting.

Posted by: Jenny Salvo, January 27, 2023, at Hometown Ace Hardware, Piggly Wiggly, Milton City Hall

**City of Milton  
Police Commission  
November 16, 2022**

**Call To Order**

President Ken Smith called the November 16, 2022, meeting of the Police Commission to order at 6:01 p.m.

Present: President Ken Smith, Vice President Marlys Howe, Heather Crabtree, and Katie Murphy.

Also Present: Police Chief Scott Marquardt and Administrative Services Director Inga Cushman.

**Approve Agenda**

Comm. Crabtree motioned to approve the agenda. VP Howe seconded, and the motion carried unanimously.

**Approval Of Minutes – June 29, 2022**

Comm. Crabtree motioned to approve the minutes. VP Howe seconded, and the motion carried unanimously.

**Watch and Review Section 1 of Police Commission Training**

Police and Fire Commission training was produced by our insurance provider, CVMIC. Watched Section 1: Overview & Powers of the City Council, the Mayor, and the Village Board over the Police & Fire Departments. The training and hypotheticals provided were discussed.

**Review, Discussion, And Possible Action On Police Commission By-Laws**

Commission agreed that bylaws needed an update. Chief Marquardt will provide a red-line draft version of the 2016 update for review. Commissioners will review the current version and bring corrections to the next meeting.

**Discussion and Possible Action On Recruitment of Police Chief**

Funds have been budgeted in 2023 for a police chief recruitment due to Chief Marquardt's planned retirement in November 2023. Staff was directed to reach out to the firm who managed prior recruitments, Moffett & Associates LLC, to determine if they are still providing recruitment services. A request for proposals process and general attributes of a future chief were discussed.

**Chief's Information Report To Commission**

**a. Updates On Issues Or Incidents As Necessary**

Chief Marquardt provided an update to the commission and no action was taken.

1. Status update on performance of newest hires
2. Preliminary planning for annual mental health wellness visits

**General Items**

There were no general items.

**2023 Meeting Schedule - February 8, May 10, August 9, And November 8**

The next meeting of the Police Commission will take place on February 8, 2023, at 6 p.m. The meeting will consist of a training component and review of the commission's bylaws.

**Motion To Adjourn**

VP Howe motioned to adjourn the November 17, 2022, meeting of the Police Commission at 7:54 p.m. Comm. Crabtree seconded, and the motion carried unanimously.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Scott E. Marquardt". The signature is written in a cursive style with a large initial "S" and "M".

Scott E. Marquardt  
Chief of Police