

MINUTES  
VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN  
BOARD OF FIRE COMMISSIONERS  
MONDAY, JANUARY 13, 2020

Jeff Knollenberg called the meeting to order at 5:00 p.m.

Members present: Jeff Knollenberg, Andrea Weber, Ray Christianson, John Schneider, and Trustee Lee Uecker.

Members Excused: Bob Pfeil

Others Present: Fire Chief David Johnsen and Assistant Village Administrator Kelsey McElroy-Anderson.

A quorum of the Village Board was not present at the meeting.

A motion by Christianson, seconded by Weber to approve the November 27, 2019 minutes as presented. Motion carried 4-0.

**Personnel Changes:**

No action.

**Lieutenant Hiring Process:**

There was consensus to approve the hiring process as outlined by Chief Johnsen in the memo with a few additions. Successful completion of the CPAT within two years from the date of appointment will be required for this recruitment. The CPAT requirement will be waived for applicants who have worked full-time for a career department for at least five years. The written aptitude assessment, background investigation, psychological examination, and medical examination will be waived if they have been completed by the applicant for the Village of Sussex in the past year.

A motion by Schneider, seconded by Weber, to approve the hiring process as outlined. Motion carried 4-0.

A motion by Knollenberg, seconded by Christianson, to adjourn the meeting at 6:02 p.m. Motion carried 4-0.

Respectfully submitted,

Kelsey McElroy-Anderson  
Assistant Village Administrator