



Mount Pleasant Police Department and Fire Meeting Minutes

July 31, 2025

Community Room 1

8811 Campus Drive, Mount Pleasant, WI 53406

Staff Present: Fire Chief Joseph Hoffman, Mount Pleasant Police Chief Robert Botsch, Human Resources Director Mary Cole, and Treasurer Brandi Baker were present.

A. CALL TO ORDER

Commissioner Ivanoski called the meeting to order at 9:00 am.

B. ROLL CALL

B. Baker performed roll call. Commissioner Susan Takata, Commissioner Thomas Prochaska, and Commissioner James Ivanoski were in attendance. Commissioner Harvey DeYong and Commissioner Roberta Schmidt were excused.

C. APPROVAL OF JULY 10, 2025 MEETING MINUTES

Motion by Commissioner Prochaska to approve the July 10, 2025 meetings with the corrections presented. Motion seconded by Commissioner Takata. On voice vote, motion carried 3-0.

D. CONSIDERATION OF OLD BUSINESS

None.

E. CONSIDERATION OF NEW BUSINESS

1. Matter of Report for South Shore Fire Department-Chief Hoffman

Chief Hoffman reported the following:

The resignation effective August 1, 2025 of Lieutenant/Paramedic Alexander Szewczyk.

2. Matter of Report for Mount Pleasant Police Chief-Robert Botsch

Chief Botsch reported the following:

The resignation effective July 23, 2025 of Police Officer Daniel Neumann.

3. Discussion / possible motion to nullify Fire Department Eligibility List 2025-01

Chief Hoffman requested that the Fire Department Eligibility List 2025-01 be declared null and void due to candidates on that list have been hired by another organization, withdrawn from the process, or declined the opportunity for employment with the South Shore Fire Department.

Motion by Commissioner Prochaska to nullify Fire Department Eligibility List 2025-01. Motion seconded by Commissioner Takata. On voice vote, motion carried 3-0.

4. Discussion / possible motion to establish Fire Department Eligibility List 2025-02

Chief Hoffman discussed the submitted Fire Department Eligibility List 2025-02.

Motion by Commissioner Takata to establish Fire Department Eligibility List 2025-02. Motion seconded by Commissioner Prochaska. On voice vote, motion carried 3-0.

5. Discussion / possible motion to promote Firefighter/Paramedic Eric Smith to the position of Lieutenant

Chief Hoffman discussed the promotion of Firefighter/Paramedic Eric Smith to the position of Lieutenant effective July 31, 2025. Motion by Commissioner Prochaska to promote Firefighter/Paramedic Eric Smith to the position of Lieutenant. Motion seconded by Commissioner Takata. On voice vote, motion carried 3-0.

6. Discussion / possible motion to promote Firefighter/Paramedic Zachary Miller to the position of Lieutenant

Chief Hoffman discussed the promotion of Firefighter/Paramedic Zachary Miller to the position of Lieutenant effective August 2, 2025. Motion by Commissioner Takata to promote Firefighter/Paramedic Zachary Miller to the position of Lieutenant. Motion seconded by Commissioner Prochaska. On voice vote, motion carried 3-0.

7. Fire Chief Recruitment Update

Human Resources Director Mary Cole led the discussion regarding the updated Fire Chief Recruitment process including a tentative schedule, and presented the updated advertisement. M. Cole informed the Commission that she discussed the Commissioners' concerns with McMahon from the previous meetings.

Commissioner Ivanoski inquired on the location of the posting. Chief Hoffman and M. Cole explained the different locations.

Commissioner Takata voiced her concerns regarding the advertisement including typos, punctuation, grammar, and overall awkwardness. She expressed her disappointment in the draft and suggested that it be cleaned up and reviewed before posting.

M. Cole will make changes and send out later that day to be reviewed.

Commissioner Prochaska inquired if the staffing changes will be addressed, as he doesn't want any confusion.

Chief Hoffman confirmed that will be addressed.

G. ADJOURN

Motion by Commissioner Prochaska adjourn at 9:30 am. Motion seconded by Commissioner Takata. On voice vote, motion carried. 3-0 vote.

APPROVED