

CITY OF SHEBOYGAN

BOARD OF POLICE AND FIRE COMMISSIONERS MINUTES

Tuesday, February 17, 2026

MEMBERS PRESENT: Corrado Cirillo, Larry Samet, Kristin Stearns, Ann Steenwyk

MEMBERS EXCUSED: Claudia Krepsky

STAFF/OFFICIALS PRESENT: Fire Chief Eric Montellano, Police Chief Kurt Zempel, City Attorney Liz Majerus, HR Generalist Tatum Clayton

OPENING OF MEETING

1. Roll Call

2. Call to Order

President Samet called the meeting to order at 4:06P.M.

3. Pledge of Allegiance

MINUTES

4. Approval of Minutes - January 20, 2026.

MOTION TO APPROVE MINUTES FROM JANUARY 20, 2026

Motion made by Stearns, Seconded by Cirillo

Voting Yea: Cirillo, Samet, Stearns, Steenwyk.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Review and Discussion of PFC complaint forms/process

The Commission discussed the need for updated complaint forms for both employees of the Fire and Police departments as well for members of the public. The Commission further requested that these forms be made clear in policy and procedure and be easily accessible and posted on the departments' pages.

City Attorney Majerus will work on drafting the complaint forms and will strive to have copies ready for the March regular meeting for discussion. Additionally, each department will post the new PFC Bylaws adopted at the 1/26/2026 regular meeting.

6. Fire Department personnel update and discussion regarding a retirement and possible April interviews

Battalion Chief Patrick Nicolaus retired early February after about 25 years with the Fire Department. The Fire Department is now working on a hiring timeline to fill the Battalion Chief vacancy; they are aiming for summer 2026.

Additionally, the Fire Department will have interviews at the April regular meeting for the position of Firefighter/Paramedic. The posting for the position received 34 applicants. After a first review/evaluation of candidates, the department identified 12 candidates to advance in the hiring process.

7. Update on next phase of the new Fire Station

The Chiefs are meeting with the contractor 2/18/2026 to get a better estimate/overview of the project. If possible, the plan will go to Council in March and if approved, will move on to the next phase of the project. The Commission requested to see image/schematics when available.

8. Update on status of new firefighters

An additional new hire will be returning from military service and will attend Paramedic school starting in June 2026. There are two hires currently in Paramedic school who should finish in June 2026. Commissioners were curious as to how this program has been serving the Fire Department to which the Fire Chief assured the Commission it is well worth the investment.

9. Police Department hiring process update and discussion

The Police Department received the COPs Grant for an additional three Police Officers. The additional staff will be sworn in in March 2026.

10. Discussion regarding possible March interviews for the Police Department

The Police Department anticipates one interview for the position of Police Officer in March 2026.

11. Discussion regarding status of current Police Department vacancies.

The Department is almost fully staffed for the first time in multiple years. The Department anticipates maybe one more retirement this year yet, but not confirmed.

12. Discussion of 2026 Police Department Goals

Chief Zempel gave an update on 2026 Police Department goals regarding the following topics: Leadership Goals, Staff Development Goals, Equipment Goals, Strategic Goals, Stakeholder Outcomes, Operational Output Benchmarks, and Internal Benchmarks. The Commission was able to ask questions of the Chief regarding the goals of 2026 and the milestones of 2025.

13. PFC Commissioner membership status/new term discussion

All members present intend to remain on the Commission for the next term. The Commission will consider discussing membership requirements such as number of consecutive meetings a commissioner may miss in a term. Tabled for a future meeting. The new term begins in April 2026.

CLOSED SESSION

14. Motion to convene in closed session under the exemption provided in Wisconsin State Statute §19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:

MOTION TO CONVENE IN CLOSED SESSION

Motion made by Stearns, Seconded by Steenwyk

Voting Yea: Cirillo, Samet, Stearns, Steenwyk

MEMBERS PRESENT: Corrado Cirillo, Larry Samet, Kristin Stearns, Ann Steenwyk

MEMBERS EXCUSED: Claudia Krepsky

STAFF/OFFICIALS PRESENT: Fire Chief Eric Montellano, Police Chief Kurt Zempel, City Attorney Liz Majerus, HR Generalist Tatum Clayton

15. Fire Department personnel update/discussion

RECONVENE IN OPEN SESSION

16. Motion to reconvene in open session

MOTION TO RECONVENE IN OPEN SESSION

Motion made by Steenwyk, Seconded by Stearns.

Voting Yea: Cirillo, Samet, Stearns, Steenwyk

MOTION TO APPROVE CANDIDATES ON FIRE PROMOTIONAL LIST FOR POSITION OF CAPTAIN AND LIEUTENANT.

Motion made by Steenwyk, Seconded by Stearns.

Voting Yea: Cirillo, Samet, Stearns, Steenwyk

TENTATIVE DATE OF NEXT REGULAR MEETING

17. Next scheduled meeting: March 17, 2026, tentative start time of 4:00 P.M. The meeting may begin 30 minutes earlier (3:30 P.M.) to accommodate for interviews.

ADJOURN

18. Call to Adjourn

President Samet adjourned the meeting at 5:22 P.M.