

**HOLMEN POLICE COMMISSION**  
**10-5-10**  
**Meeting**

7:03 pm      Call to Order

Present: Chairman Roger McHugh  
Members: Matt Ludick, Jeff Reiter, Mary Beth Vahala,  
              Brian Weber  
Also Present: Chief McHugh

1. Motion was made to go into closed session to discuss procedures and questions for the Lieutenant interviews. Motion Ludick, 2<sup>nd</sup> Reiter. Motion passed unanimously
2. Chair McHugh announced there were two candidates for the Police Lieutenant position and passed out the application materials that were submitted by the candidates.
3. The question was asked if as found in the bylaws, can the Chief of Police make promotion appointments? It was noted that though this is possible, the bylaws also state that the Police Commission can conduct interviews for progression and this is the preferred procedure.
4. Discussion of past hiring history occurred to determine how the Commission would proceed. It was decided that the Commission would conduct the interviews, then after the interviews would have the option to seek input from the Police Chief if so desired. The Commission will make the final decision regarding the Police Lieutenant position.
5. Discussion occurred regarding the questions that will be asked of candidates interviewing for the Police Lieutenant position. Ten questions were written (see attached sheet).
6. Interview times were assigned. Shane Collins will be interviewed at 5:00pm and Crystal Sedevic will be interviewed at 5:30 pm. Chief McHugh will inform the candidates regarding the interview times.
7. The use of a formal rating scale was discussed. It was decided to have a more informal process with each of the Commission members taking notes to be used in the discussion following the interviews.
8. Discussion of the timeline for the patrol position that would open as a result of the Lieutenant position being filled. Chief McHugh informed the Commission that there was a test date in December so the deadline for applications would be in mid November, with interviews taking place in January 2011.
9. Motion to go into open session. Motion Reiter, 2<sup>nd</sup> Weber.
10. Motion to begin interviews at 5:00 pm on October 19. Motion Ludick, 2<sup>nd</sup> Reiter.
11. 8:31 pm Motion to adjourn. Motion Reiter, 2<sup>nd</sup> Weber.

BY MARY BETH VAHALA  
Roger McHugh

# Official Oath

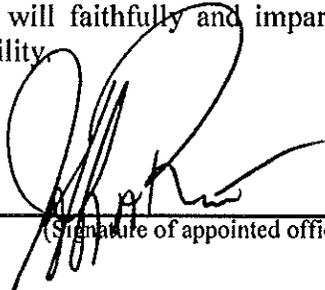
STATE OF WISCONSIN

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La Crosse County

I, Jeff Reiter, having been appointed to the office of Village of Holmen Police Commission, swear (or affirm) that I will support the constitution of the United States and the constitution of the State of Wisconsin, and will faithfully and impartially discharge the duties of said office to the best of my ability.

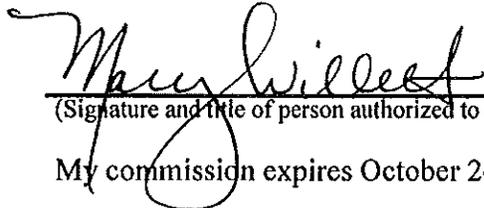
So help me God.



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(Signature of appointed official)

Subscribed and sworn to before me this 14<sup>th</sup> day of September, 2010.



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(Signature and title of person authorized to administer oaths)

My commission expires October 24, 2010.

The information on this form is required by Article IV, Section 28 of the Wisconsin Constitution, s. 19.01 (1), (1n), Stats.

This form is prescribed by the State Elections Board P.O. Box 2973, Madison, WI 53701-2973, 608-266-8005  
Fax: 608-267-0500 Website: [election.state.wisconsin.gov](http://election.state.wisconsin.gov) e-mail: [sekbseb.state@wi.gov](mailto:sekbseb.state@wi.gov)

# Official Oath

STATE OF WISCONSIN

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La Crosse County

I, Mary Beth Vahala, having been appointed to the office of Village of Holmen Police Commission, swear (or affirm) that I will support the constitution of the United States and the constitution of the State of Wisconsin, and will faithfully and impartially discharge the duties of said office to the best of my ability.

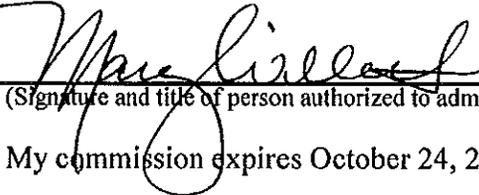
So help me God.



Mary E. Vahala

(Signature of appointed official)

Subscribed and sworn to before me this 14<sup>th</sup> day of September, 2010.



Mary E. Vahala

(Signature and title of person authorized to administer oaths)

My commission expires October 24, 2010.

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# Official Oath

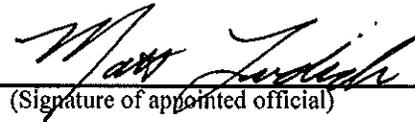
STATE OF WISCONSIN

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La Crosse County

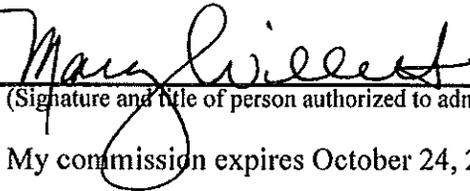
I, Matt Ludick, having been appointed to the office of Village of Holmen Police Commission, swear (or affirm) that I will support the constitution of the United States and the constitution of the State of Wisconsin, and will faithfully and impartially discharge the duties of said office to the best of my ability.

So help me God.



(Signature of appointed official)

Subscribed and sworn to before me this 14<sup>th</sup> day of September, 2010.



(Signature and title of person authorized to administer oaths)

My commission expires October 24, 2010.

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