

DRAFT
MINUTES
VILLAGE OF SUSSEX
SUSSEX, WISCONSIN
BOARD OF FIRE COMMISSIONERS
TUESDAY, August 12, 2025

Commissioner Jeff Knollenberg called the meeting to order at 1:03 p.m.

Members Present: Commissioner Jeff Knollenberg, Commissioner Andrew Wilson, Commissioner John Schneider, Commissioner Jeff Drager

Members Absent: Trustee Lee Uecker, Commissioner Matthew Mertens

Others Present: Fire Chief Kristopher Grod, Assistant Village Administrator Katherine Gehl

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

Minutes

A motion by Schneider, seconded by Wilson, to approve the minutes as presented for the meeting held on March 31, 2025. Motion carried 4-0.

Meet and Greet with Full-Time Firefighter/Paramedic Candidate

Commissioners met with full-time Firefighter/EMT Candidates Emma Ellis, Kristin Pennycuff, and Taylor Phillips. If we hire two candidates, we will have full-time positions filled.

Fire Chief's Report

Chief Grod presented the Fire Chief's Report.

Personnel Changes

- a. New hires
 - a. William Paine, Part-Time Firefighter/EMT
 - b. Tyler Ungerecht, Part-Time Firefighter/EMT
 - c. Justin Biehn, Part-Time Firefighter/EMT
 - d. Matthew Blair, Paid-On-Call Recruit
 - e. Evan Liebetrau, Paid-On-Call Recruit
- b. Appointments
- c. Resignations
- d. Personnel issues

A motion by Schneider, seconded by Knollenberg, to authorize the new hires and appointments, conditioned upon all administrative procedures and contingencies being met. Motion carried 4-0

Election of Officers

Schneider nominated Knollenberg for Chairperson; Knollenberg nominated Schneider for Vice Chairperson; Schneider nominated Wilson for Secretary. A motion by Schneider, seconded by Knollenberg, to approve the nominations as presented. Motion carried 4-0.

Other Items for Discussion

None

Topics for Future Agendas

None

Adjournment

A motion by Wilson, seconded by Schneider, to adjourn the meeting at 2:06 p.m. Motion carried 4-0.

Respectfully submitted,
Kristopher Grod - Fire Chief

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