

**Munster Board of Safety
Tuesday, December 2, 2025
7:00 a.m.
Meeting Agenda**



Dr. Lorin M. Brown*, Chair
Initial Appointment: 5/10/2010
Term Expiration: 12/31/2025

Jerry Baffa*, Vice Chair
Initial Appointment: 02/10/2003
Term Expiration: 12/31/2026

Dr. Robert Dershewitz*, Member
Initial Appointment: 07/17/2020
Term Expiration: 12/31/2027

Linda S. Dunn*, Member
Initial Appointment: 01/12/2015
Term Expiration: 12/31/2026

Stephen Glombicki*, Member
Initial Appointment: 01/6/2025
Term Expiration: 12/31/2027

** Appointed by Munster Town Council*

[Join Meeting via Microsoft Teams](#)

Meeting ID: 215 347 367 027 93

Passcode: nT6Fu6Fm

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

I. PUBLIC COMMENT

Open to the Public - We kindly ask that all in person public comment is limited to 2 minutes. There will be a total of 10 minutes allotted for the public comment section. Comments will be timed by the Chairman. The Board may exercise its discretion in allowing public comment to extend past 10 minutes but is not required to do so. Please keep your comments civil and constructive and related to Public Safety issues. In the event questions are posed to the Board, we will note your question in the meeting minutes, and we will refer questions to the appropriate department or staff for follow-up and response. The Chairman, at their discretion, may ask or recognize speakers with different points of view to speak at the meeting.

II. CONSENT AGENDA

A. Minutes of the November 18, 2025 Meeting

III. FIRE CHIEF'S REPORT

A. Lieutenant Promotion

IV. POLICE CHIEF'S REPORT

V. OLD BUSINESS

VI. NEW BUSINESS

VII. BOARD'S COMMENTS

VIII. ADJOURNMENT

Munster Board of Safety Meeting Minutes
Tuesday, November 18, 2025
7:00 a.m.
Munster Town Hall Main Meeting Room

This meeting was held in person at the Munster Town Hall and via Microsoft Teams.

I. Call to Order

The meeting was called to order by Chairman Dr. Lorin Brown at 7:01 a.m. Other members present: Jerry Baffa, Dr. Robert Dershewitz, Linda Dunn, and Stephen Glombicki.

Others present: Chief of Police Stephen Scheckel, Deputy Chief Daymon Johnston, Lieutenant Dan Broelmann, Administrative Assistant to the Chief of Police Nancy Nadratowski, Technical Support Specialist Craig Corie, Fire Chief Mark Hajduk, Deputy Chief Dave Strbjak, Captain Mike Harrigan, Town Attorney David Westland (via Teams), Clerk Treasurer Wendy Mis, Controller Patricia Abbott, Superior Ambulance Personnel Jeffrey Wilken and Armani Porter.

Pledge of Allegiance

Public Comment: Ryan Froneyberger, 9131 Columbia Avenue, expressed his concerns regarding speeding traffic, road noise and safety of residents on Columbia Avenue. He stated there are no consequences for those that speed and use the turn lane as a third lane for traffic. Lt. Broelmann stated the digital speed limit signs were recently removed to use at another location. Chief Scheckel asked Mr. Froneyberger to work with Lt. Dan Broelmann and the Speed Team to address his concerns.

II. Consent Agenda

- A. Minutes of the October 21, 2025 Meeting
- B. Fire Department Activity Report for October 2025
- C. Fire Department Disbursement Report for October 2025
- D. Police Department Activity Report for October 2025
- E. Police Department Disbursement Report for October 2025

Mr. Baffa motioned to accept the Consent Agenda items. Ms. Dunn seconded the motion. All members present voted aye by roll call vote, motion approved 5-0.

III. Items for Action & Discussion

- A. Superior Ambulance Report for October 2025

Dr. Dershewitz stated there were 310 runs in October with an average time to the scene of 3:18 minutes. The questions they had were all answered satisfactorily.

Ms. Dunn motioned to accept the Superior Ambulance report for October. Mr. Baffa seconded the motion. All members present voted aye by roll call vote, motion approved 5-0.

IV. Fire Chief's Report

Chief Hajduk stated they installed 224 smoke detectors this year, up from last year's 92. He commended Community Risk Reduction Officer Adam Wallace for the success of the program. There are eight (8) candidates for the position of Lieutenant. Once the final interviews are done the rankings will be forwarded to the Board.

V. Police Chief's Report

Chief Scheckel informed the Board of a fatal accident which occurred last Friday on Calumet Avenue in front of Jewel. The unlicensed driver was driving recklessly north on Calumet Avenue when he swerved into oncoming traffic hitting a car in the south bound lanes. The vehicle spun sideways, hit the curb and rolled. The driver was not wearing a seatbelt and was ejected from the vehicle. The other driver did not sustain any serious injuries. The Police Department would like to thank the Fire Department and South County Crash Team for their assistance.

VI. Old Business

There was no old business.

VII. New Business

There was no new business.

VIII. Board's Comments

There were no comments from the Board.

The next meeting is Tuesday, December 2nd.

IX. Adjournment

Mr. Baffa motioned to adjourn the meeting. Dr. Dershwitz seconded the motion. All members present voted aye, motion approved 5-0. Meeting was adjourned at 7:16 a.m.

Dr. Lorin Brown, Chairman

Memo

To: Board of Safety Members
From: Chief M, Hajduk
Date: November 25, 2025
Re: Lieutenant Promotion

I am asking the Board of Safety to approve the promotion of Bill Nyhanna to the rank of Lieutenant. This position became vacant when LT. J. Lash retired August 4, 2025.

Deputy Chief Strbjak, Battalion Chiefs K Nowaczyk and M. Harrigan, conducted interviews with the eight (8) applicants who applied for the position and ranked them from 1 to 8. I have reviewed all the questions and answers, that the candidates were asked, and agree with the ranking and the promotion of Bill Nyhanna to Lieutenant.

The above was performed within the promotion rule for the Munster Fire Department (P-1112). Rule attached.

Recommendation

By voice vote,

approve the promotion of Bill Nyhanna to the rank of Lieutenant.

LIEUTENANTS APPLICANTS Nov 2025

And top 4 rankings

We had eight (8) applicants,

Dan Zgobica Ken Keilman Jr. Adam Wallace Andrew Horberg Lucas Groszewski

Andrew Giordano Bill Nyhanna Addison Bryce

Top 4 lieutenants applicant list,

1. Bill Nyhanna
2. Adam Wallace
3. Ken Keilman Jr.
4. Lucas Groszewski



Promotional Procedure	Approved: 2017-01-19 Effective: 2017-01-19 Reviewed: 2022-07-21
Fire Chief: Mark Hajduk	P-1112

Purpose:

The purpose of this policy is to provide a standard, written source for the department to promote members from the rank of Firefighter up to and including the rank of Deputy Chief. The town reserves the right to promote to the position of Fire Chief.

Policy:

General

When filling positions above the Lieutenant rank, it is recommended that those of the rank preceding the vacancy be taken into consideration prior to skipping ranks. This may not always hold true based on experience in management, education, or experience as a ranking fire officer in another Fire Department that will put that candidate above others.

Lieutenant

Members applying for the position of Lieutenant will meet the minimum requirements as outlined in the Lieutenant Job Description JD-1002.

In addition, the members applying must also meet the following:

- Free of suspension and/or probation for the last 2 years.
- Shall have responded to a minimum of twenty percent (20%) of the required Emergency Responses consistently for the past two (2) years as outlined in Emergency Response Policy P-1100 under Chief Officer and Company Officer Requirements.
- Shall have attended the minimum required fifty percent (50%) of the required Drills consistently for the past two (2) years as outlined in the Drill Policy P-1101.

The following will occur when an opening for Lieutenant is identified.

1. A Posting for the position will be created and posted at all three (3) Munster Fire Stations for a minimum of 2 weeks allowing members to sign for the position.
 - a. The posting will list the minimum requirements for the position along with the Job Description for that position.

2. Interested members will also be required to submit the following.
 - a. Letter of interest.
 - b. Personal Resume.
3. After the minimum 2 weeks, the posting will be removed, and candidate letter of interest and resume will be reviewed by the Senior Staff (Deputy Chief and Battalion Chiefs).
4. Each candidate will be interviewed by the Senior Staff. This interview can include a tactical scenario as well as an administrative interview.
5. Each candidate's performance will be evaluated by the Senior Staff by looking at the past two (2) years' participation performance and Personnel Evaluations.
6. Candidates will be ranked based on the interview and performance evaluations. The ranking will be given to the Fire Chief for review, along with recommendations from the Senior Staff.
7. The Fire Chief has the right to interview the candidates to assist in the final decision.
8. The Fire Chief will then make his recommendation for Lieutenant(s) to the Board of Safety for final approval.
 - a. The Board of Safety has the right to interview the recommended candidate(s) if they feel it necessary.
9. Once the candidate(s) is promoted to the rank of Lieutenant he/she will be on probation for six (6) months.

Captain

Member(s) applying for the position of Captain will meet the minimum requirements as outlined in the Captain Description JD-1003.

In addition, the members applying must also meet the following:

- Free of suspension and/or probation for the last 2 years.
- Shall have responded to a minimum of twenty percent (20%) of the required Emergency Responses consistently for the past two (2) years as outlined in Emergency Response Policy P-1100 under Chief Officer and Company Officer Requirements.
- Shall have attended the minimum required fifty percent (50%) of the required Drills consistently for the past two (2) years as outlined in the Drill Policy P-1101.

The following will occur when an opening for Captain is identified.

1. A Posting for the position will be created and posted at all three (3) Munster Fire Stations for a minimum of 2 weeks allowing members to sign for the position.
 - a. The posting will list the minimum requirements for the position along with the Job Description for that position.
2. Interested members will also be required to submit the following.
 - a. Letter of interest.
 - b. Personal Resume.

3. After the minimum 2 weeks, the posting will be removed, and candidate letter of interest and resume will be reviewed by the Senior Staff (Deputy Chief and Battalion Chiefs).
4. Each candidate will be interviewed by the Senior Staff. This interview can include a tactical scenario as well as an administrative interview.
5. Each candidate's performance will be evaluated by the Senior Staff looking at the past two (2) years' participation performance and Personnel Evaluations.
6. Candidates will be ranked based on the interview and performance evaluations. The ranking will be given to the Fire Chief for review, along with recommendations from the Senior Staff.
7. The Fire Chief has the right to interview the candidates to assist in the final decision.
8. The Fire Chief will then make his recommendation for Captain(s) to the Board of Safety for final approval.
 - a. The Board of Safety has the right to interview the recommended candidate(s) if they feel it necessary.
9. Once the candidate(s) is promoted to the rank of Captain he/she will be on probation for six (6) months.

Safety Officer

Member applying for the position of Safety Officer (will hold the rank of Captain) and meet the minimum requirements as outlined in the Safety Officer Job Description JD-1004.

In addition, the members applying must also meet the following:

- Free of suspension and/or probation for the last 2 years.
- Shall have responded to a minimum of twenty percent (20%) of the required Emergency Responses consistently for the past two (2) years as outlined in Emergency Response Policy P-1100 under Chief Officer and Company Officer Requirements.
- Shall have attended the minimum required fifty percent (50%) of the required Drills consistently for the past two (2) years as outlined in the Drill Policy P-1101.

The following will occur when an opening for a Safety Officer is identified.

1. A Posting for the position will be created and posted at all three (3) Munster Fire Stations for a minimum of 2 weeks allowing members to sign for the position.
 - a. The posting will list the minimum requirements for the position along with the Job Description for that position.
2. Interested members will also be required to submit the following.
 - a. Letter of interest.
 - b. Personal Resume.
3. After the minimum 2 weeks, the posting will be removed, and candidate letter of interest and resume will be reviewed by the Senior Staff (Deputy Chief and Battalion Chiefs).

4. Each candidate will be interviewed by the Senior Staff. This interview can include a tactical scenario as well as an administrative interview.
5. Each candidate's performance will be evaluated by the Senior Staff by looking at the past two (2) years' participation performance and Personnel Evaluations.
6. Candidates will be ranked based on the interview and performance evaluations. The ranking will be given to the Fire Chief for review, along with recommendations from the Senior Staff.
7. The Fire Chief has the right to interview the candidates to assist in the final decision.
8. The Fire Chief will then make his recommendation for Safety Officer(s) to the Board of Safety for final approval.
 - a. The Board of Safety has the right to interview the recommended candidate(s) if they feel it necessary.
9. Once the candidate(s) is promoted to the rank of Safety Officer he/she will be on probation for six (6) months.

Battalion Chief

Members applying for the position of Battalion Chief will meet the minimum requirements as outlined in the Battalion Chief Job Description JD-1005.

In addition, the members applying must also meet the following:

- Free of suspension and/or probation for the last 2 years.
- Shall have responded to a minimum of twenty percent (20%) of the required Emergency Responses consistently for the past two (2) years as outlined in Emergency Response Policy P-1100 under Chief Officer and Company Officer Requirements.
- Shall have attended the minimum required fifty percent (50%) of the required Drills consistently for the past two (2) years as outlined in the Drill Policy P-1101.

The following will occur when an opening for Battalion Chief is identified.

1. A Posting for the position will be created and posted at all three (3) Munster Fire Stations for a minimum of 2 weeks allowing members to sign for the position.
 - a. The posting will list the minimum requirements for the position along with the Job Description for that position.
2. Interested members will also be required to submit the following.
 - a. Letter of interest.
 - b. Personal Resume.
3. After the minimum 2 weeks, the posting will be removed, and candidate letter of interest and resume will be reviewed by the Senior Staff (Deputy Chief and Battalion Chiefs).
4. Each candidate will be interviewed by the Senior Staff. This interview can include a tactical scenario as well as an administrative interview.

5. Each candidate's performance will be evaluated by the Senior Staff by looking at the past two (2) years' participation performance and Personnel Evaluations.
6. Candidates will be ranked based on the interview and performance evaluations. The ranking will be given to the Fire Chief for review, along with recommendations from the Senior Staff.
7. The Fire Chief has the right to interview the candidates to assist in the final decision.
8. The Fire Chief will then make his recommendation for Battalion Chief(s) to the Board of Safety for final approval.
 - a. The Board of Safety has the right to interview the recommended candidate(s) if they feel it necessary.
9. Once the candidate(s) is promoted to the rank of Battalion Chief he/she will be on probation for six (6) months.

Deputy Chief

Members applying for the position of Deputy Chief will meet the minimum requirements as outlined in the Deputy Chief Job Description JD-1006.

In addition, the members applying must also meet the following:

- Free of suspension and/or probation for the last 2 years.
- Shall have responded to a minimum of twenty percent (20%) of the required Emergency Responses consistently for the past two (2) years as outlined in Emergency Response Policy P-1100 under Chief Officer and Company Officer Requirements.
- Shall have attended the minimum required fifty percent (50%) of the required Drills consistently for the past two (2) years as outlined in the Drill Policy P-1101.

The following will occur when an opening for Deputy Chief is identified.

1. A Posting for the position will be created and posted at all three (3) Munster Fire Stations for a minimum of 2 weeks allowing members to sign for the position.
 - a. The posting will list the minimum requirements for the position along with the Job Description for that position.
2. Interested members will also be required to submit the following.
 - a. Letter of interest.
 - b. Personal Resume.
3. After the minimum 2 weeks, the posting will be removed, and candidate letter of interest and resume will be reviewed by the Fire Chief.
4. Each candidate will be interviewed by the Fire Chief. This interview can include a tactical scenario as well as an administrative interview.
5. Each candidate's performance will be evaluated by the Fire Chief looking at the past two (2) years' participation performance and Personnel Evaluations.

6. Candidates will be ranked based on the interview and performance evaluations. The ranking will aid the Fire Chief in making his final decision.
7. The Fire Chief will then make his recommendation for Deputy Chief to the Board of Safety for final approval.
 - a. The Board of Safety has the right to interview the recommended candidate(s) if they feel it necessary.
8. Once the candidate(s) is promoted to the rank of Deputy Chief he/she will be on probation for six (6) months.

Memo

To: Board of Safety President and Members
From: Chief M, Hajduk
Date: November 25, 2025
Re: Lieutenant list

I am asking the Board of Safety to certify the Lieutenants ranking list of the top 4 personnel that applied, for a term of 2 years. There will be a possible opening for a Lieutenant at the beginning of 2026 in lieu of a possible retirement in January of 2026 and would like a standing list to promote from.

Deputy Chief Strbjak, Battalion Chiefs, K Nowaczyk and M. Harrigan, conducted interviews with the eight (8) applicants who applied for the position and ranked them from 1 to 8. I have reviewed all the questions and answers, that the candidates were asked, and agree with the rankings. The top four (4) are listed on the attached file in order.

The above was performed within the promotion rule for the Munster Fire Department (P-1112). Rule attached.

Recommendation

By voice vote,

Certify the attached promotion eligibility list of the top four (4) applicants for Lieutenant for a term of 2 years. .

LIEUTENANTS APPLICANTS Nov 2025

And top 4 rankings

We had eight (8) applicants,

Dan Zgobica Ken Keilman Jr. Adam Wallace Andrew Horberg Lucas Groszewski
Andrew Giordano Bill Nyhanna Addison Bryce

Top 4 lieutenants applicant list,

1. Bill Nyhanna
2. Adam Wallace
3. Ken Keilman Jr.
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