

City of Elkhorn Police and Fire Commission
MINUTES
September 27, 2005 – 6:30 PM
City Hall Lower Conference Room

Commission Members Present: Brad Wales, Jim Henriott, Howard Sawyers, Paul Martell
Also Present: Police Chief Christensen and Fire Chief Smith.

- I. **Meeting called to order at 6:30 PM by President Brad Wales.**
- II. **Roll Call:** Commission members listed above present. Missing was Commissioner Kelnhofer.
- III. **Withdrawals from Agenda:** There was one withdrawal from the agenda, where President Wales expressed to the members about moving the meeting date and time to Wednesdays at 7:00PM for all future meetings. This will be helpful especially for some of the members who have extra activities on Tuesdays, making it difficult to attend .
- IV. **Approval of Agenda:** Commissioner Sawyers made a motion to approve the September 27, 2005 agenda. Seconded by Commissioner Martell. Motion carried.
- V. **Approval of Minutes:** Commissioner Sawyers wished to make a correction on the minutes from the July 26, 2005 meeting. Correction was noted. (#4 should read Sawyers made a motion to accept the agenda of the July 26, 2005, seconded by Henriott, motion carried.) Vice President Henriott made a motion to accept the July 26, 2005 minutes. Seconded by Commissioner Sawyers. Motion carried.
- VI. **Public Comment Period:** No one from public present.
- VII. **ITEMS OF BUSINESS**
 - A. **Fire Department**
 1. Monthly Reports: Chief Smith advised the paperwork was not in the packets, but the Fire Department received the 2004 FEMA grant of \$173,205.00 , which will be used for the SCBA (self-contained breathing apparatus).
 2. Chief Smith would like the board to approve the appointment of Steve Richard to a probationary Lieutenant position with a one year probation status subject to review. Commissioner Martell made the motion to approve Steve Richard for the probation Lieutenant position. Seconded by Commissioner Sawyers. Motion carried.

Scott Fleming was awarded the firefighter of the year award and Joe Wittig was awarded fire officer of the year award. Both will be awarded their respective awards at the April banquet. Chief Smith stated he will be placing an add in the paper and hopefully there will be

candidates to interview in November. There are two openings but an eligibility list will also be established.

B. Police Department

1. Monthly Reports: There were no questions fielded by the commission.

Chief Christensen advised the commissioners that the interviews tonight are for the two positions left vacated by Matthew Johnson who was full time and Jackie Johnston who was part-time. Commissioner Sawyers made a motion to accept Matthew Johnson's resignation effective July 31st, 2005. Seconded by Commissioner Martell. Motion carried.
2. Commissioner Martell made a motion to go into closed session per S.S. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body had jurisdiction or exercises responsibility.", specifically patrolman eligibility list interviews. Motion was seconded by Commissioner Sawyers. Motion carried. Commission went into closed session at 6:47 PM.
3. President Wales made motion to reconvene into open session at 9:21 PM. Seconded by Vice President Henriott. Motion Carried.
4. Vice President Henriott made a motion to certify the list of candidates for patrolman in order of; Daniel Croak, Robin Oliver, Scott Annen and Jana Dahmen. Andrew Radloff was not being certified by the commission. Seconded by Commissioner Martell. Motion Carried.
5. Commission set and confirmed the next meeting date to be November 16, 2005 at 7:00 PM. All future meetings will be the fourth Wednesday at 7:00 PM and will continue to be in the Lower Conference Room at City Hall.

VIII. **Adjourn Meeting:** Motion by Commissioner Martell to adjourn the meeting. Seconded by Commissioner Sawyers. Motion carried. Meeting adjourned at 9:29 PM.

Minutes submitted by Theresa Boeger. Minutes are not final until approved by the Committee