

City of Elkhorn Police and Fire Commission

MINUTES

May 31, 2006 – 6:30 PM

City Hall Lower Conference Room

Commission Members Present: Brad Wales, Paul Martell, Jim Henriott, Dana Kelnhofer, Howard Sawyers.

- I. **Meeting called to order at 6:32 PM by President Brad Wales.**
- II. **Roll Call:** Commission members listed above were present.
- III. **Withdrawals from Agenda:** There were no withdrawals from the agenda.
- IV. **Approval of Agenda:** Motion (Martell/Henriott) to approve the agenda. Motion carried by majority present.
- V. **Approval of Minutes:** Motion (Sawyers/Kelnhofer) to approve the April 5th, 2006 minutes. Motion carried by majority present.
- VI. **Public Comment:** No one from the public was present for the meeting.
- VII. **Items of Business:**
 - A. **Election of Officers**
 1. Motion (Kelnhofer/Sawyers) made motion to nominate Commissioner Wales as President of the Police and Fire Commission.

Motion (Kelnhofer/Martell) to close nominations.

Majority vote to accept Commissioner Wales as President.
 2. Motion (Sawyers) to nominate Commissioner Martell as Vice-President of the Police and Fire Commission.

Motion (Wales) to nominate Commissioner Kelnhofer as Vice-President.

Commissioner Kelnhofer wished to decline nomination.

Motion (Sawyers/Henriott) made motion to close nominations.

Unanimous vote to accept Commissioner Martell as Vice-President of the Elkhorn Police and Fire Commission.
 3. Motion (Henriott/Kelnhofer) to nominate Commissioner Sawyers as Secretary of the Police and Fire Commission.

Motion (Henriott/Martell) to close nominations.

Unanimous vote for Commissioner Sawyers as Secretary of the Elkhorn Police and Fire Commission.

B. Fire Department

1. Monthly Reports: There were no reports given to the Commission.
2. Chief Smith advised there will be six candidates for Fire/EMS that will need interview dates set up for the July 26, 2006 meeting.

Applications are still being accepted and the advertisement will be re-run in the papers.

Due to Kurt Spatz being moved to the Captain position, there will be an opening for the Lieutenant's position. Chief Smith will set an interview date for this at a later time.

C. Police Department

1. Monthly Reports: Commissioner Martell inquired how the "click it or ticket" program was going for the department. Chief Christensen advised it was going quite well. There were 130 unfunded agencies participating and Elkhorn Police Department totals were really good.
2. Chief Christensen advised that Robin Oliver who was a candidate for the part-time position is no longer interested. Scott Annen is not LESB certified (Law Enforcement Standard Bureau). If Scott Annen is hired, he will have to take 3-5 day refresher course. Captain Slattery started the initial background and has completed it. Chief Christensen anticipated hiring the part-time officer within the next 1-2 months.
3. Chief Christensen advised the Commissioners that Officer Daniel Croak is progressing well. Officer Croak generally works the 7PM-3AM shift. Administration would like to see Officer Croak a little more aggressive, but understand that he came directly to Elkhorn as a new officer and understands there is initial hesitation. Officer Croak has already established residency in the City.
4. Commission set and confirmed the next meeting date to be July 25, 2006 at 6:30 P.M. and will meet in the Lower Conference Room at City Hall.

VII. **Adjourn Meeting:** Motion (Henriott/Sawyers) to adjourn the meeting. Motion carried by majority present. Meeting adjourned at 6:48 P.M.