

City of Elkhorn Police and Fire Commission  
**MINUTES**  
March 28, 2007 @ 6:30 PM  
City Hall Lower Conference Room

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**Commission Members Present: Brad Wales, Paul Martell, Howard Sawyers and Jim Henriott.**

- I. **Meeting called to order at 6:29 P.M. by President Brad Wales.**
- II. **Roll Call:** Commission members listed above were present at time of roll call.
- III. **Withdrawals from Agenda:** There were no withdrawals from the agenda.
- IV. **Approval of Agenda:** Motion (Henriott/Sawyers) to approve the agenda. Motion carried by majority present.
- V. **Approval of Minutes:** Motion (Sawyers/Henriott) to approve the January 24, 2007 minutes. Motion carried by majority present.
- VI. **Public Comment:** There was no one from the public present.
- VII. **Items of Business**

**A. Police Department**

1. **Monthly Reports:** The Commission was advised that the department has used the Taser once since it has been implemented with the department. Chief Christensen advised that Officer Douglass was the officer involved with the deployment of the Taser.

Commissioner Martell asked if the TRACS programs has been implemented and wondered how it has been working. Chief Christensen advised that TRACS is being field tested at this time by Lt. Anzalone, Sgt. Peterson, Sgt. Schmidt and Officer Nigbor. These officers are busy with traffic citations, warnings and traffic accidents. Chief Christensen didn't feel there were any major problems that have been detected at this time; however Lt. Anzalone is working on one issue with transmitting accident reports to the State on one of the computers. Chief Christensen advised that all squads have been equipped with printers to assist with the TRACS. Chief Christensen believed that with new technology there is some apprehension with the use of TRACS, but all officers with time will become familiar with it. Chief Christensen advised the Commission that beginning April 9, 2007 all department members will be utilizing the TRACS system.

President Wales asked about relocation of the police department. Chief Christensen advised the Council met and gave Strang some guidance regarding the two possible locations of Lakeland School and Tasch Park. Chief Christensen advised the Lakeland School site would take a longer time to get developed. Chief Christensen advised that the police department prefers the Tasch Park site for reasons of; visibility, location, quick access

and future developments appear to be heading north and east. Commissioner Martell asked that if the Tasch Park site is developed, would the City need to replace the park area. Chief Christensen advised no, that eventually the street department will have to be looked at and possibly a swap of land would be done at that time. Commissioner Martell also inquired as to when the Council would make a final decision. Chief Christensen thought the site should be determined by middle of May. Commissioner Martell asked if a referendum would be needed prior to building. Chief Christensen said that a referendum isn't needed, just council approval and he also advised additional funding will have to be done at that time. Commissioner Martell asked about the prior agreement with Walworth County and the old Court House site. Chief Christensen said he wasn't sure what the County is going to do with the site, they may tear it down. Commissioner Sawyers asked if it could be used at all by the City. Chief Christensen didn't know what purpose the City would use it for.

The front yard parking ordinance was addressed with Chief Christensen advising the Commissioners that the department is addressing those people violating the ordinance individually. The major problem the department is seeing is those single family homes that have been turned into triplex units.

2. **Personnel Update:** Chief Christensen advised the Commissioners that Debra Steger has been selected for the Reserve Officer position. She has gone through all the required medical tests and has been cleared for work. She is scheduled to start with the department on April 9, 2007.

## **B. Fire Department**

1. **Monthly Reports:** There were no questions fielded by the Commission regarding monthly reports.
2. Motion (Martell/Henriott) to adjourn 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 has jurisdiction or exercises responsibility," specifically interview applicants for firefighter. Motion carried by majority present.

Commission went into closed session at 6:44 P.M.

3. Motion (Martell/Henriott) to reconvene into open session. Motion carried by majority present.

Meeting reconvened into open session at 7:19 P.M.

Motion (Sawyers/Henriott) to approve the appointments of Nathaniel Heiese as firefighter and to also approve Adam Grice as firefighter under the condition that the City provides clarification on the age requirement, since Adam Grice is only 18 years old at this time. Motion carried by majority present.

**Set and confirm next meeting for May 23, 2007 at 6:30 P.M.**

VIII. **Adjourn Meeting:** Motion (Martell/Sawyers) to adjourn meeting. Motion carried by majority present.

Meeting was adjourned at 7:22 P.M.

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