

City of Elkhorn Police and Fire Commission
Minutes of Wednesday, May 28, 2008 @5:30 PM
City Hall Lower Conference Room

- I. **Call to Order:** Meeting was called to order at 6:34 P.M. by President Brad Wales.
- II. **Roll Call:** Commission members present: Wales, Kelnhofer, Sawyers, Martell and Bray.
Also present: Fire Chief Smith and Police Captain Slattery.
- III. **Withdrawals from Agenda:** There were no withdrawals from the agenda.
- IV. **Approval of Agenda:** Motion (Sawyers/Martell) to approve the agenda. Motion carried by majority present.
- V. **Approval of Minutes:** Motion (Martell/Kelnhofer) to approve the March 25, 2008 minutes. Motion carried by majority present.
- VI. **Public Comment:** There was no one present from the general public.
- VII. **Items of Business**
 - A. **Election of Officers**
 1. Motion (Sawyers/Kelnhofer) to nominate Brad Wales as President of the Elkhorn Police and Fire Commission. Motion (Martell/Kelnhofer) to close nominations and cast a unanimous ballot for Brad Wales as President. Motion carried by majority present.
 2. Motion (Sawyers/Bray) to nominate Dana Kelnhofer as Vice-President of the Elkhorn Police and Fire Commission. Motion (Bray/Sawyers) to close nominations and cast a unanimous ballot for Dana Kelnhofer as Vice-President. Motion carried by majority present.
 3. Motion (Bray/Kelnhofer) to nominate Howard Sawyers as Secretary of the Elkhorn Police and Fire Commission. Motion (Kelnhofer/Bray) to close nominations and cast a unanimous ballot for Howard Sawyers as Secretary. Motion carried by majority present.
 - B. **Police Department**
 1. **Monthly Reports**

Commissioner Martell commented on the increase of calls when the good weather arrives. Commissioner Bray inquired about the speed trailer and felt this would be a good tool for speeders on N. Lincoln St.

2. Personnel Update (Reserve Officer)

Captain Slattery advised the Commission that the background on Jon Jagielski is wrapping up. The report will be forwarded on to the Chief to review. There is one other applicant that if Jagielski doesn't work out a background will be performed on him.

Commissioner Wales asked about the applicant from Milton, Captain Slattery advised he took a job with Stoughton Police Department.

C. Fire Department

1. Monthly Reports

The Fire Chief advised the Commission that it has been pretty quiet, there are no interviews scheduled at this time. The department is up to 40 personnel; however it should be at 46.

Scott Fleming will be leaving the department.

There was a correction by the Chief as far as last month when he advised that he had not heard from three firefighters regarding their status with the department. He made the correction that Chuck VanDyke never received his letter from the Chief regarding his participation on the department.

Chief Smith advised that Chet Wilson was placed back on probation for 1 year and he has committed to participating to meet the 25 % requirement. He was given the opportunity to take a leave of absence but has decided to commit himself to the Department. Motion (Martell/Sawyers) to reinstate Chet Wilson for one year probation status with the Elkhorn Fire Department. Motion carried by majority present.

Commissioner Bray inquired about the firefighter's grant that was applied for in 2008. The Fire Chief advised they were able to obtain 121 defibrillators, and by July or August their squad should be a full I (intermediate) squad. The call and pump through CPR is not wholly converted yet. The Chief is hoping to increase revenue with the addition of ALS; right now the rescue squad has to call for assistance when on an ALS call. This will provide better care for the community because the RN's will be able to administer cardiac drugs. The next level from Intermediate, RN is a paramedic, there is quite a bit more of schooling for this though.

Commissioner Wales advised the Commission the Jim Henriott served for five years on the Police and Fire Commission and will be contacting the Mayor or a plaque or an appreciation letter.

Commissioner Martell will be sending in his resignation letter from the Police and Fire Commission as he will be changing residency.

D. **Set and confirm next meeting**

There was discussion as far as when the meeting dates and times should be. It was passed on to the Commission that the Police Chief felt that is there was no reason to meet, we not do it. The Police Chief understands that in May there needs to be a meeting for elections and the Commission also needs to meet when there are interviews for both the Fire Department and Police Department. Commissioner Wales agreed with the Police Chief, but he along with other Commissioners still wished to receive the monthly reports.

It was agreed upon that when the Commission meets it will be on the fourth Wednesday of the month and the new time will be 5:30 PM.

VIII. **Adjournment**

Motion (Bray/Kelnhofer) to adjourn the meeting. Motion carried by majority present. Meeting was adjourned at 6:00 P.M.

Howard Sawyers
Secretary