

City of Elkhorn Police and Fire Commission
Minutes of Wednesday, August 19, 2009 @ 6:00 P.M.
City Hall Lower Conference Room

- I. **Call to Order:** Meeting called to order at 5:55 P.M. by Commissioner Tom Lee
- II. **Roll Call:** Commission members present: Lee, Sawyers, Kelnhofer and Bray.
Also present, Capt. Slattery , Fire Chief Smith, Asst. Fire Chief Flasch and Asst. Chief EMS, Lyssia Lundgren.
- III. **Withdrawals from Agenda:** There were no withdrawals from the agenda.
- IV. **Approval of Agenda:** Motion (Bray/Kelnhofer) to approve the August 19, 2009 Agenda. Motion carried by majority present.
- V. **Approval of Minutes:** Motion (Sawyers/Bray) to approve the May 26th minutes. Motion carried by majority present.
- VI. **Public Comment:** There was no one from the general public present for the meeting.
- VII. **Items of Business:**

A. Police Department

1. Personnel Update: Captain Slattery informed the Commissioners that Candidate David Schmidt has withdrew his name from the current patrolman eligibility list, due to a medical issue that was discovered during the physical.

A background check is currently underway with Robert Rayfield. Capt. Slattery advised that background is almost completed, since one was already done upon his hiring as a Community Service Officer (CSO). That background should be completed by the end of the week and then he will be scheduled for a physical and psych test.

The two officers currently in probationary positions include Matthew Malvitz as second shift sergeant and Matthew Termaat as second shift detective. Both employees are doing well and there appear to be no problems at this time.

Commissioner Sawyers inquired about the reserve position that will be open on the hire of Robert Rayfield. Captain Slattery advised that Tim Schiefelbein is still currently employed as part-time and there have been no decisions made on a reserve position opening.

B. Fire Department

1. Personnel Update: There were no personnel updates at this time.
2. Motion (Sawyers/Kelnhofer) to adjourn into Closed Session. Motion carried by majority present. Commission went into Closed Session at 6:01 P.M.
3. Motion (Bray/Sawyers) to reconvene into Open Session. Motion carried by majority present. Commission went into Open Session at 7:44 P.M.
4. Motion (Kelnhofer/Sawyers) to certify the applicant list presented with excluding Travis Kirkpatrick who did not show for his interview. Motion carried by majority present.

Applicant list to be certified:

Jason Arndt	EMS
Bernard Milroy	Fire
John Riese	Fire/EMS
William Sargent	Fire
Ashley Sieber	EMS
James Warrenberg	Fire/EMS
Rachel Wilkens	Fire/EMS
Melinda Crisman	EMS

5. Motion (Kelnhofer/Sawyers) to add Jon Walsh to the current list of certified applicants. Jon Walsh interviewed with the Commission December 12, 2008. Walsh now meets the residency requirement for Firefighter and EMS. Motion carried by majority present.

VIII. **Future Meeting Dates:** Commission Kelnhofer suggested Secretary Boeger email the Commission when a meeting will be needed. This was agreed upon.

IX. **Adjournment:** Motion (Bray/Kelnhofer) to adjourn the meeting. Motion carried by majority present. Meeting was adjourned at 7:50 P.M.



Howard Sawyers
Secretary Elkhorn Police and Fire Commission

8/30/2009

Date