

City of Elkhorn Police and Fire Commission  
Minutes of Wednesday, March 24, 2010 @ 5:00 P.M.  
City Hall Lower Conference Room

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- I. Call to Order: Meeting was called to order by President Brad Wales
- II. Roll Call: Commissioners present; Wales, Kelnhofer, Lee and Bray. Also present were Fire Chief Rod Smith and Steve Flasch.
- III. Withdrawals from Agenda: There were no withdrawals from the Agenda.
- IV. Approval of the Agenda: Motion Kelnhofer/Lee to approve the March 24, 2010 agenda. Motion carried by majority present.
- V. Approval of the Minutes: Motion Bray/Lee to approve the December 9, 2009 minutes. Motion carried by majority present.
- VI. Public Comment: There were no citizens from the general public present for the meeting.
- VII. Items of Business:

Fire Department

1. Monthly Reports – There were no questions fielded by the Commissioners for the monthly reports.
2. Motion Lee/Bray to adjourn into Closed Session per S.S. 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation of data of any public employee over which the governmental body has jurisdiction or exercises responsibility”. Motion carried by majority present. Commission went into Closed Session at 5:05 P.M.
3. Motion Kelnhofer/Lee to reconvene into Open Session. Motion carried by majority present. Commission reconvened into Open Session at 5:35 P.M.
4. Motion Bray/Lee to certify the applicant list to include Jospeh Sellenheim and Christopher Maritz. Motion carried by majority present.
5. Motion Kelnhofer/Lee to accept leave of absence for Jackie Mercier  
Motion Bray/Lee to accept the resignation of EMS Lt. Kim Shaffner  
Motion Lee/Bray to accept the retirement of Matthew Wittig  
Motion Bray/Kelnhofer to reinstate Al Gorecki to probation status  
Motion Kelnhofer/Lee to move from the probationary status to active membership;  
Rob Brockmann, Eric Dodge, Kurt Spotz Jr, Michael Lauderdale and Dave Wollert.

All motions were carried by the majority present.

Police Department

1. Monthly Reports – There were no questions regarding monthly reports fielded by the Commissioners.

Chief Christensen wanted to advise the Commissioners about some staffing appointments to the department.

Robert Rayfield has completed his training program and is now on his own, working second shift and under the direction of Sergeant Matthew Malvitz.

Matthew Malvitz is doing very well as the second shift sergeant, he has completed his first line supervisory school and is taking an additional first line supervisors class through a scholarship received on line.

Al Brandl is approaching his one year anniversary with the department in May and is working the mid-shift from 7PM – 3AM. He is also doing very well.

The department has also filled the CSO vacancy which was left open through the hiring of Robert Rayfield. Douglas Berg will begin his duties as a Community Service Officer March 29, 2010. Doug currently works in Union Grove as a security/liaison officer with the School. Commissioner Lee asked what the hours are for that position. Chief Christensen state the hours will be 12:15 P.M. to 5:45 P.M.

Chief Christensen advised the Commissioners that the department is busy with the building project finishing up last minute details.

Crime in the City has been low, there have been no recent crime sprees and no complaints.

**Commission decided to set the next meeting date as May 26, 2010 at 5:00 P.M.**

VIII. Adjournment: Motion Bray/Kelnhofer to adjourn the meeting. Motion carried by majority present. Meeting was adjourned at 5:52 P.M.

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Howard Sawyers  
Secretary, Elkhorn Police and Fire Commission

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Date