

MINUTES
City of Elkhorn Police & Fire Commission
Wednesday May 26, 2010 at 5:00 P.M.
City Hall Lower Conference Room

- I. **Call to Order:** Brad Wales called meeting to order at 5:01 P.M.
- II. **Roll Call:** Commissioners Present: Dana Kelnhofner, Brad Wales and Bob Sharp.
Commissioner Bray arrived at 5:08 P.M.
- III. **Withdrawals from Agenda:** There were no withdrawals from the agenda.
- IV. **Approval of Agenda:** Motion Kelnhofner/Sharp to approve the agenda. Motion carried by majority present.
- V. **Approval of Minutes:** Motion Kelnhofner/Sharp to approve the 03-24-10 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:**
 1. **Election of Officers**

President: Kelnhofner nominated Tom Lee as President.
Sharp made second motion for Lee as President.
Sharp withdrew his nomination
Sharp nominated Brad Wales as President.
Kelnhofner made a second motion for Wales as President.
Sharp made a motion to close the nominations.
Kelnhofner made a second motion to close nomination.
Motion carried: Brad Wales elected President.

Vice President: Wales nominated Dana Kelnhofner as Vice President.
Kelnhofner nominated Tom Lee as Vice President.
Sharp made a second motion for Kelnhofner as Vice President.
Wales made motion to close the nominations.
Sharp made a second motion to close the nomination.
Motion carried: Kelnhofner elected Vice President.

Secretary: Kelnhofner nominated Bob Sharp as Secretary.
Wales made a second motion for Sharp as Secretary.
Kelnhofner made a motion to close the nomination.
Wales made a second motion to close the nomination.
Motion carried. Sharp elected as Secretary.

2. Police Department

1. Monthly Reports: Chief Christensen advised the commissioners that Officers Al Brandl and Robert Rayfield continue to perform their duties on probation status. Brandl just finished his 12 months of 18 months probationary status and Rayfield has completed his first 6 months of an 18 month probationary status.

Commissioner Wales questioned the monthly reports and asked why such an increase with assist citizens. Chief Christensen said he would look into that, but stated that it could have to do with the business surveys that the officers are performing, but it would be checked into.

Commissioner Wales also asked about municipal code violations. Chief Christensen advised that every year about this time, the officers will check for properties that are in violation of the municipal codes. Those properties are identified and that is why there is an increase with the municipal code violations.

3. Fire Department

1. Monthly Reports: Commissioner Wales asked about the attendance for the monthly meetings and monthly drills. Chief Smith advised that those monthly meetings and drills are mandatory and the special drills may only require a certain number of members to attend. If members miss meeting for unexcused absence, they could be disciplined.

Commissioner Bray commended Chief Smith with the good attendance for the CVMIC trainings. Chief Smith advised that those trainings are mandatory and if they are missed the members need to make the meeting up and they can't participate until training is completed.

Commissioner Bray noticed and commented that the expense allocations hadn't changed and was happy about that.

Chief Smith informed the Commission that the advisory board is going well and the committee consists of the Mayor, Gerald Norton, Dan Cooper, Keith Millard and Dale Wuttke.

2. Motion Kelnhofner/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 had jurisdiction or exercises responsibility". Motion carried by majority present. Commission went into closed session at 5:16 P.M.
3. Motion Kelnhofner/Sharp to reconvene into Open Session. Motion carried by majority present. Commission reconvened into Open Session at 6:15 P.M.

4. Motion Kelnhofer/Bray to certify the Firefighter/EMS applicants, Dennis Campbell and Christopher Wenger under probationary status. Motion carried by majority present.

Motion Kelnhofer/Sharp to hold over Joshua Kuehn pending further background check. Motion carried by majority present.

- VIII. **Set and Confirm Next Meeting:** Commission decided that if a meeting was necessary in July there would be one, otherwise the Commission would meet when needed.
- IX. **Adjournment:** Motion Sharp/Bray to adjourn the meeting. Motion carried by majority present. Meeting was adjourned at 6:30 P.M.

Robert Sharp
Secretary Elkhorn Police and Fire Commission

Date