

POLICE COMMISSION

October 24, 2018 Minutes

PRESENT: Commissioner James Sponaugle, Commissioner Trish Hansen Chief F. Michael Catalano, Deputy Chief Paul Sandy, and Secretary Diane Ferri.

EXCUSED: Commissioner Eric Prior.

CALL TO ORDER

The regular meeting of the Police Commission was held on October 24, 2018 in the Mayor's Conference Room, City Hall, 25 Court Street, Cortland New York. Chairman James Sponaugle called the meeting to order at 3:16 p.m.

A. MINUTES – The minutes of the September meeting were reviewed.

B. BILLS –The Commission reviewed the September bills totaling \$30,984.40.

C. REPORTS – **The following reports were highlighted:**

1. YTD Budget Balances -

The Commission reviewed the account lines and percentages expended.

2. Overtime –

Accumulated hours worked for the month of September totaled 1100.00 hours, compared to 1267.75 hours for the same period in 2017, reflecting a monthly decrease of 167.75 hours from 2017, and a year-to-date decrease of 328.00 hours.

3. Other Activities -

Calls for service have decreased by 435 for the month compared to 2017 and decreased by 4120 year-to-date.

4. SPCA Report -

The SPCA report was reviewed with note of 20 complaints handled for the month, 52 after-hours calls year-to-date, and 33 tickets issued year-to-date.

5. Officers Activities Breakdown –

Statistics highlighted by Chief Catalano noted low activities for the month.

6. Parking Tickets -

Parking tickets issued for the month of September totaled 521.

7. Arrest Breakdown -

The Chief reviewed this report with the Commission, noting penal law arrests are down by 248, and the grand total of all arrests are also down, by 64, than this time in 2017.

OLD BUSINESS

A. 2019 BUDGET – The Chief updated the Commission regarding the 2019 budget workshop, where they discussed the decreased funding for the Overtime line. The Chief and Deputy Chief reiterated their ongoing concerns regarding the recommended appropriations for vehicle maintenance, vehicle purchases, and the civilian/PEO clothing allotment. Comm. Hansen recommended Chief Catalano to follow up the discussion with a written confirmation of all matters discussed.

B. PERSONNEL – The Chief also briefed the Commission on the status of filling the position vacated by Sgt. Riley's promotion. Additionally, Ptl. Kimberly Lawrence will be returning to active duty in November; Ptl. Bradley Laman will be field training in December and

graduating from the Basic Academy in January. Further, Lt. Richard Troyer has announced his intention to retire in January 2019.

NEW BUSINESS

CORTACA - The Chief apprised the Commission regarding the upcoming Cortaca Weekend, which will be falling on Veterans Day weekend, November 10-12. There is one more, final meeting with all the involved law enforcement personnel on November 1, with SUNY Cortland Police taking a firm stance on activities and drinking. Social media is being monitored also. A staffing tent will be established with ambulances on site.

OTHER BUSINESS

A. COMMENDATION, APPRECIATION, CORRESPONDENCE REPORT -

1. Sgt. Daniel Johnson, Ptl. Chadd Hines, Ptl. Benjamin Locke, Ptl. Jeffrey Fitts, Ptl. Patrick O'Donnell, Ptl. Ryan Gross, Ptl. Kyle Green, and Ptl. Derrick Edick each received Letters of Commendation from Chief Catalano for outstanding investigations they conducted throughout the course of this past year.
2. Cortland County Toys for Tots team sent a thank you note to the department for the assistance provided in June with the *Toys for Tots Toy Ride*, as well as the continuing support.
3. Ptl. Derrick Edick and Ptl. Chad Knapp each received a Certificate of Completion from the NYS Drug Evaluation and Classification Program for *Advanced Roadside Impaired Driving Enforcement Training*.
4. Ptl. Chadd Hines and Ptl. Jared Aiken each received a Certificate of Completion from the State of New York DCJS Municipal Police Training Council for *Reality Based Training Instructor Course*.
5. Ptl. Melissa Eccleston received a Certificate of Attendance from the New York Women in Law Enforcement for her attendance at the *9th Annual NYWLE Training Conference*.

B. COMMISSIONER COMMENTS –

1. Comm. Hansen mentioned the Halloween candy safety check.
2. Chief Catalano commented on the upcoming fundraiser for AVV at the YWCA entitled *Chefs Against Domestic Violence*, in which he and other area personnel will be preparing and service a dish for the dinner/fundraiser.

The next meeting is scheduled for ***Wednesday, November 28, 2018*** at 3:15 p.m. in the Mayor's Conference Room. With no further business to discuss, on the motion of Comm. Hansen, second by Comm. Prior, the meeting adjourned at 4:11 p.m.

Respectfully submitted,

Diane L. Ferri
Confidential Secretary