

POLICE COMMISSION

August 25, 2010

PRESENT: Chairman Thomas O'Mara, Chief F. Michael Catalano, D/C Paul Sandy, and Secretary Diane Ferri.

EXCUSED: Commissioner Ralph Smith, Commissioner Donald Kline.

CALL TO ORDER

The regular meeting of the Police Commission was held on August 25, 2010 in the Mayor's Conference Room at City Hall, 25 Court Street, Cortland New York. Commissioner Thomas O'Mara called the meeting to order at 3:15 p.m. Due to a lack of quorum, the minutes and reports were reviewed but not approved.

A. MINUTES – The Commission reviewed the minutes of the July 28th meeting.

B. BILLS – The Commission reviewed the bills in the amount of \$16,688.83 for the month of July.

The following bills were highlighted:

• 2010 Chevrolet Impala purchased on NYS contract	\$ 19,387.55
• Camera & video equipment	\$ 2,667.50
• Install cables, jacks for equipment	\$ 391.25
• Basic Academy tuition for last 3 employees in attendance	\$ 2,100.00

C. REPORTS –

The following reports were highlighted:

1. Vehicle Repairs –

C-17 New tires and alignment	\$ 246.63
C-19 Replace all pads, front wheel bearings, sway bar links	\$ 624.06

Maintenance costs for the month totaled \$3,305.94 and average cost of gasoline in July totaled \$2.287400/gallon for 1,969.1 gallons of gasoline.

2. Overtime –

The Commission reviewed the overtime breakdown by category. Accumulated hours worked for the month of July totaled 1150.25 hours, compared to 1091.25 hours for the same time frame in 2009 and reflects a 59.00-hour increase for the month of July from 2009's figure, while still reflecting a 418.25-hour decrease for the annual total difference. The Chief noted the short shift line now displays a 367.50-hour increase over 2009 figures due to the shortage in staffing and the minimum staffing requirements stipulated in the Labor Agreement.

OLD BUSINESS

A. HIRING FREEZE LIFTED -

The Chief notified the Commission the Common Council approved lifting the hiring freeze in order to fill the position vacated with Lt. Jonathan Gesin's retirement. This approval makes possible the opportunity to promote an officer to the vacated Sergeant position.

B. JETS CAMP CONCLUDED –

The Chief further updated the Commission regarding the conclusion of the Jets Camp. There were no issues reported for the duration of the Jets Camp and the SUNY Campus will be billed for the traffic control detail stationed on Tompkins Street.

NEW BUSINESS

A. BACKGROUND INVESTIGATIONS – The Chief reported the status of the background investigations being completed on the 3 new applicants for the positions approved to be filled. The topmost score of 95 was achieved by 5 – 6 individuals and the choices were selected from those candidates achieving said scores.

B. DNA/BURGLARY INITIATIVES GRANT – Chief Catalano apprised the Commission of a letter he received from the NYS Department of Criminal Justice Services notifying him the City of Cortland is one of 10 municipalities with increasing burglary rates, statistically, and therefore eligible to receive \$10,000.00 in grant funding for an overtime detail to combat this trend.

C. TENTATIVE 2011 POLICE COMMISSION SCHEDULE – The Commission reviewed the dates.

D. 2011 BUDGET – The Chief notified the Commission the 2011 Budget Request has been submitted to the Mayor and Director of Finance and Administration for review. Included in this request was the purchase of 3 new patrol vehicles, the buyout of the final leased vehicle, and a small Capital Budget.

OTHER BUSINESS

A. COMMENDATION AND APPRECIATION REPORT -

1. Mr. Richard F. Doerler sent a letter to Chief Catalano, commending Ptl. Joseph Peters and the 911 Center for their professionalism, alertness and service to the community in their efforts to rectify his situation. The Chief responded to his letter.
2. Dick Tupper, Town of Cortlandville Supervisor, sent a thank you letter to the Jets Traffic Committee members thanking them for their efforts and work to alleviate any traffic problems at the Jets Scrimmage Game.
3. Sgt. Richard Troyer, Sgt. Patrick Sweeney, and Sgt. Daniel Edwards each received a Certificate of Completion from *Smith & Wesson Identi-Kit System of Advanced Facial Composite Software* for successful completion of the required course of training.

B. CORRESPONDENCE -

1. Commissioner Thomas O'Mara sent a letter to Mayor Feiszli recommending the hiring freeze be lifted from the CPD in order to maintain full staffing positions.

2. Laurie Gosse, Deputy Personnel Officer, sent a letter to Ptl. Kimberly Gerdus, notifying her that she had successfully completed her probationary period, effective 1/6/10.
3. Chief Catalano sent letters to Ptl. Robert Reyngoudt, Ptl. Daniel Mones, and Ptl. Sean Byrnes, inviting them to interview for the Sergeant position to be vacated by the promotion of Sgt. Richard Troyer to Lieutenant.

C. COMMISSIONER COMMENTS -

The commissioners commented during the course of the meeting.

The next meeting is scheduled for **Wednesday, September 22, 2010** at 3:15 p.m. in the CPD Lounge. With no further business to discuss, the meeting adjourned at 4:00 p.m. with interviews to follow.

Respectfully submitted,

Diane L. Ferri
Confidential Secretary