

# POLICE COMMISSION

December 22, 2010

**PRESENT:** Chairman Thomas O'Mara, Commissioner Ralph Smith, Commissioner Donald Kline, Chief F. Michael Catalano, and Secretary Diane Ferri.

**EXCUSED:** D/C Paul Sandy.

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## **CALL TO ORDER**

The regular meeting of the Police Commission was held on December 22, 2010 in the CPD Lounge at City Hall, 25 Court Street, Cortland New York. Commissioner Thomas O'Mara called the meeting to order at 3:15 p.m.

**A. MINUTES** – On the motion of Comm. Kline, seconded by Comm. Smith, the Commission approved the minutes of the November 24<sup>th</sup> meeting as written.

**B. BILLS** – The Commission reviewed the bills in the amount of \$23,255.39 for the month of November. On the motion of Comm. Smith, seconded by Comm. Kline were approved as written and placed on file.

**The following bills were highlighted:**

- |   |             |
|---|-------------|
| • 2-Glock handguns, 400 boxes ammunition                | \$ 6,374.40 |
| • 2011 membership for 43 officers at McGraw Sports Club | \$ 860.00   |

**C. REPORTS** –

**The following reports were highlighted:**

**1. Vehicle Repairs** –

With the D/C's excused absence, there was no Vehicle Maintenance Report reviewed. However, the Chief noted maintenance costs for the month totaled \$2,414.18 and average cost of gasoline in November totaled \$2.305028/gallon for 2,211.7 gallons of gasoline.

**2. Budget Balance** –

The Commission reviewed the Budget Balance Report for year-to-date figures. The Chief noted the overall budget will be a surplus for the year end, with only a few particular lines showing a deficit; the most notable of which is the Overtime balance, which continues to be the most underfunded line item for the entire department budget.

**3. Overtime** –

The Commission reviewed the overtime breakdown by category. Accumulated hours worked for the month of November totaled 1512.50 hours, compared to 950.50 hours for the same period in 2009 and reflects a 562.00-hour increase for the month of November from 2009's figure, but a 773.50-hour decrease for the annual total difference. The Chief noted the short shift line now displays a 172.50-hour increase over 2009 figures. The "Special – Other" category of 371.25 hours includes the Cortaca Jug figures as discussed at last month's meeting.

**3. SPCA Report** –

The SPCA has been regularly augmenting their efforts at animal control services with "After Hours Calls", a service they have been providing at no additional charge to the

contract with the City of Cortland. For the month of November, these after hours calls totaled 9, with year-to-date figures of 205.

On the motion of Comm. Kline, seconded by Comm. Smith and carried, the reports were accepted for filing.

### ***OLD BUSINESS***

**BUDGET** – The Chief noted the budget proposal as submitted to the Common Council was approved at the Common Council meeting of yesterday’s date. He also intends to request \$125,000 from the 101.00 Budget Line be encumbered to help offset payments most likely to be required with the settlement of the new PBA Contract.

### ***NEW BUSINESS***

**FIRST NIGHT ACTIVITIES:** - The Chief apprised the Commission of the plans for a New Year’s celebration in downtown Cortland on 12/31/10, with the possibility of fireworks at the Youth Center parking lot. Overtime will be scheduled accordingly and that date will be posted with no time off granted.

### ***OTHER BUSINESS***

#### **A. COMMENDATION AND APPRECIATION REPORT -**

1. Chief Catalano sent a letter to TLC Emergency Medical Services authorizing them to utilize the CPD TAC Radio Frequency in their command vehicle for emergency use.
2. Ms. Sheila Attleson sent a thank you note to Chief Catalano, commending Sgt. Michael Strangeway, Sgt. Sean Byrnes, and Ptl. Kyle Green for their response and efforts in a recent attempted home invasion at her residence. Chief Catalano responded to her note.
3. Mr. & Mrs. Gary McMillen sent a thank you card and note to Chief Catalano expressing appreciation to the Department, and in particular Ptl. Chadd Hines, Ptl. Joseph Peters, Ptl. Benjamin Locke, and Ptl. Kimberly Gerdus, for the assistance rendered recently in attempting to locate their missing son. The Chief responded to their correspondence.
4. The Senior Citizens Tenants Associations at 51 Church Street and 42 Church Street each sent a \$100 donation to the Department to be deposited into the McGruff Program funds.
5. Ms. Rosie Hyde sent a thank you letter to the Chief for assistance she thought was rendered by the Department at her residence. Chief Catalano responded and noted we had not been involved on that call.
6. Ptl. Bradley Becker, Ptl. Daniel Mones, Ptl. Kenneth Bush, and Ptl. Melissa Pym each received a Certificate of Completion for the *Police Field Training Officer Course* sponsored by the NYS DCJS Municipal Police Training Council.
7. Ptl. Benjamin Locke received a Certificate of Attendance for the *Reality Based Training Instructor Certification School* sponsored by the NYS Division of Criminal Justice Services.
8. Sgt. Daniel Edwards received a Certificate of Attendance for the *Sex Offender Management Training* sponsored by the NYS Division of Criminal Justice Services.
9. Chief Steven Dangler, SUNY Cortland Police, sent a thank you letter to Chief Catalano for assistance provided at the recent Cortaca Jug Game.

10. Lt. David Guerrero, Sgt. Michael Nichols, and Ptl. Melissa Pym each received a Certificate of Completion for the *Drugged Driving Course* they attended sponsored by the NYS STOP-DWI Foundation.
11. Ptl. Melissa Pym received a Certificate of Attendance for the *Understanding and Communicating with the Mentally Ill Course* sponsored by Catholic Charities of Cortland County. It should be noted other officers attended this course, but we are not yet in receipt of their Certificates.
12. Ptl. Anthony Natoli, Ptl. Adam Troyer, and Ptl. Kyle Green each received a Certificate of Completion for the *Basic Course for Police Officers*, the *Radar/Lidar Operator Course*, and the *Drugs That Impair Driving Course* sponsored by the NYS DCJS Municipal Police Training Council.

**B. CORRESPONDENCE -**

1. Mr. Bob Lagershausen recently requested a police patch, to which Chief Catalano responded with a patch and correspondence.
2. D/C Sandy sent a letter to a local taxicab driver by the name of Martin Houghtalen regarding Mr. Houghtalen's driving record and taxicab license.
3. Lt. Richard Troyer sent a letter to Mr. & Mrs. Bharati Desai, advising them of possible future City Ordinance charges with regards to a rental property they own and numerous Nuisance Party Ordinance violations occurring at 14 Monroe Heights.

**C. COMMISSIONER COMMENTS -**

The commissioners commented during the course of the meeting and also complimented the Chief and Deputy Chief for the Briefing Room/Kitchen updates. Chief Catalano noted the PBA plans to provide a new stove and newer refrigerator.

The next meeting is scheduled for **Wednesday, January 26, 2011** at 3:15 p.m. in the CPD Lounge. With no further business to discuss, on the motion of Comm. Kline and seconded by Comm. Smith, the meeting adjourned at 4:20 p.m.

Respectfully submitted,

Diane L. Ferri  
Confidential Secretary