

POLICE COMMISSION

April 27, 2011

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

EXCUSED: Commissioner Ralph Smith.

CALL TO ORDER

The regular meeting of the Police Commission was held on April 27, 2011 in the CPD Lounge at City Hall, 25 Court Street, Cortland New York. Commissioner Thomas O'Mara called the meeting to order at 3:20 p.m.

A. MINUTES – On the motion of Comm. Kline, seconded by Comm. O'Mara, the Commission approved the minutes of the March 23rd meeting as written.

B. BILLS – The Commission reviewed the bills in the amount of \$87,850.20 for the month of March. On the motion of Comm. Kline, seconded by Comm. O'Mara were approved as written and placed on file.

The following bills were highlighted:

- 3- 2011 Chevrolet Impalas on NYS Contract price list \$ 57,850.20
- Refurbished laptop for patrol vehicle \$ 1,435.00
- Retile front Report Room \$ 974.00
- Cell phone bill (2 month's billing) \$ 1,010.15

C. REPORTS –

The following reports were highlighted:

1. Vehicle Repairs –

- C-09 Muffler \$ 300.05
 - C-25 Replace 1 flat tire, replace tires, mount/balance all tires, LOF \$ 650.40
- Maintenance costs for the month totaled \$2,494.96 and gasoline costs averaged \$2.759222/gal for 1762.7 gallons of gasoline.

2. Budget Balance –

The Commission reviewed the Budget Balance Report for March and noted with the contract settlement, line items will see transfers and significant changes.

3. Overtime –

The Commission reviewed the overtime breakdown by category. Accumulated hours worked for the month of March totaled 837.00 hours, compared to 830.50 hours for the same period in 2010 and reflects a 6.50-hour increase for the month and a 598.75-hour increase year-to-date.

4. SPCA Report –

The SPCA responded to 32 calls and an additional 14 After Hours Calls.

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

OLD BUSINESS

- A. PBA CONTRACT SETTLED:** - The Chief apprised the Commission of the executed contract between the City of Cortland and the Police Benevolent Association, effective January 1, 2010 through December 31, 2012. Included in the contract are:
- Annual raises, retroactive to 1/1/2010 of 1% for 2010, 2% for 2011, and 3% for 2012;
 - Increases in the Longevity bonuses;
 - Increased incentive to opt out of the Health Insurance;
 - Increased payment for shift differential, oncall payments, clothing allotment, working on holidays.
- B. CNYACOP AWARD:** - The Chief acquainted the Commission regarding the award given by Central New York Association of Chiefs of Police (of which he and the DC are members) to Sgt. Sean Byrnes for his work last year on the case involving the marijuana stolen from a residence on Clinton Street. The banquet was held on April 25, 2011. The Chief had submitted Sgt. Byrnes' name for recognition, as this case involved one of the largest seizures of cash and precious metals in Cortland Police Department history.
- C. LAWMAN AWARD DINNER:** - the Chief concluded by reminding the Commission of the Lawman of the Year Award Dinner, scheduled for May 23, 2011. The committee planners look to expand recognition to include other officers for their efforts, and again, Sgt. Sean Byrnes name was submitted for the Lawman of the Year Award. New to the Dinner this year will be the "Outstanding Achievement Awards" given to 2 other officers from the participating agencies. Chief Catalano submitted Ptl. Chadd Hines' name for his efforts to assist the Cortland County Sheriff's Office to evacuate a burning building located just over the jurisdictional line. He also submitted Ptl. Benjamin Locke's name for his initiative on an armed robbery at Kentucky Fried Chicken, as well as his investigative skills demonstrated in the same case of the illegal drug activity which has garnered the nomination for Sgt. Byrnes for the Outstanding Achievement Award.

NEW BUSINESS

- A. SPRING FLING:** - The Chief noted the Spring Fling weekend for SUNY Cortland is scheduled for the weekend of April 30, 2011. Concurrent with the Spring Fling event, an illegal gathering has been occurring for the past few years in the Orchard Street/Monroe Heights area. As mentioned at last month's meeting, the Chief sent letters to all landlords and tenants reminding them every local ordinance and/or New York State law will be strictly and quickly enforced to offset the illegal activities, which have escalated for the past few years.
- B. LT. GUERRERA TO FBINA:** - In closing of new business, Chief Catalano stated Lt. David Guerrera has been accepted to the FBI National Academy, and will be training from July 2011-September 2011.

- C. SRO:** - In an item added to the agenda, the Chief apprised the Commission of interaction with the Cortland Enlarged School District regarding the School Resource Officer (SRO) position, held by Ptl. Robert Reyngoudt. In working on their budget for 2011-2012, the School District has considered eliminating the SRO position, however, at this point in time, the funding has been kept intact.

OTHER BUSINESS

A. COMMENDATION AND APPRECIATION REPORT -

1. Ms. Jessica Cohen of OCM BOCES sent a letter to Chief Catalano, commending Sgt. Daniel Johnson for his handling of a recent bomb threat at the Cortland Alternative School. The Chief responded to her letter.
2. Chief Catalano received a thank you card from the Village of Phoenix Mayor, Anthony Fratto, for the department's presence at the funeral of their Chief of Police.
3. Ms. Jamie Wheeler and Mr. Colin Cummins, of Cortland County DSS, sent a letter to Lt. Guerrero commending the efforts made by Ptl. Kimberly Gerdus and Ptl. Ryan Riley during a recent incident. Chief Catalano responded to their letter.
4. Cayla Hartnett sent a thank you card to Deputy Chief Paul Sandy for his efforts to provide her the opportunity for a ride-along.
5. Ptl. Joseph Slater received a Certificate of Completion from the Office of Juvenile Justice and Delinquency Prevention for completing training in *Enforcing the Underage Drinking Laws Program* and a Certificate of Attendance from the NYS Division of Criminal Justice Services for attending the *DNA Burglary Initiative Training*.
6. Sgt. Michael Nichols received a Certificate of Completion from McNeil & Company for successfully completing *Driving Impaired, Firefighter Back Injury Prevention, and Winter Driving Fire Apparatus*.
7. Ptl. Jared Aiken received a Certificate of Achievement from FEMA for completion of the *Introduction to Incident Command System* course.
8. Ptl. Patrick O'Donnell received a Certificate of Achievement from FEMA for completion of the *Introduction to Incident Command System*, and the *National Incident Management System* courses.
9. Ptl. Ryan Riley, Ptl. Kenneth Pym, and Ptl. Kyle Telfer each received a Certificate of Completion from the NYS Municipal Police Training Council for successfully completing the *Radar/Lidar Operator Course, the Basic Course for Police Officers*, and the *Asp Basic Certification*.
10. Sgt. Elizabeth Starr received a Certificate of Attendance from the NYS DCJS for attending the *Juvenile Assessment Centers: Effective Models for Intervention Training* course.
11. Sgt. Daniel Edwards received a Certificate of Attendance from the NYS Office of Children & Family Services for successful completion of *Forensic Interviewing Best Practices*.

B. CORRESPONDENCE –

1. Mr. Dustin Woodward of Mando Books sent a letter to Chief Catalano apologizing for leaving the door unlocked. Chief Catalano responded to his letter.

2. Ms. Sherry Massmann, Deputy City Clerk, sent a letter to Mr. Patrick Gilliland of “Just Energy” regarding a permit for door to door solicitation that had been revoked.
3. The 6th Judicial Court System sent a letter to Chief Catalano, notifying him of the termination of Contract #C200390 with the City of Cortland for contractual security services, i.e. the Court Attendant positions. Without the reimbursement by the Court System, the positions must be terminated, effective 5/9/11. The Chief sent letters to the 3 Court Attendants, regretfully notifying them their positions were being terminated.
4. Chief Catalano sent 3 letters to Ms. Jennifer Buggs, Cortland County Lawman of the Year Committee Chairman, nominating Sgt. Sean Byrnes for Lawman of the Year Award, and nominating Ptl. Chadd Hines and Ptl. Benjamin Locke for Outstanding Achievement Recognition awards.
5. Chief Catalano sent a letter to Capt. Steve Rotunno, of the CNYACOP Awards Committee, nominating Sgt. Sean Byrnes for the CNYACOP Law Enforcement Commendation Award.

C. COMMISSIONER COMMENTS -

Upon questioning from the Police Commission, Chief Catalano noted the Accreditation process is approximately halfway through reviewing and revising the 132 standards.

The next meeting is scheduled for **Wednesday, May 25, 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. O’Mara, the meeting adjourned at 4:15 p.m.

Respectfully submitted,

Diane L. Ferri
Confidential Secretary