

# POLICE COMMISSION

February 27, 2013 Minutes

**PRESENT:** Commissioner Donald Kline, Commissioner James Sponaugle, Chief F. Michael Catalano, and Secretary Diane Ferri.

**EXCUSED:** Chairman Thomas O'Mara, D/C Paul Sandy.

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## **CALL TO ORDER**

The regular meeting of the Police Commission was held on February 27, 2013 in the CPD Lounge at City Hall, 25 Court Street, Cortland New York. Commissioner Donald Kline called the meeting to order at 3:15 p.m.

**A. MINUTES** – On the motion of Comm. Sponaugle, second by Comm. Kline the Commission approved the minutes of the January 23<sup>rd</sup> meeting as written.

**B. BILLS** – The Commission reviewed the bills in the amount of \$11,815.25 for the month of January. On the motion of Comm. Sponaugle, second by Comm. Kline were approved as written and placed on file.

**The following bills were highlighted:**

- √ Two new account lines, based on budget breakdowns as figured by Mr. Mack Cook, Finance Director. 402.01, 402.02
- √ Local, regional telephone billing \$ 527.52
- √ Cell phone service \$ 539.51
- √ Long distance phone billing \$ 37.21

**C. REPORTS** –

**The following reports were highlighted:**

**1. Vehicle Maintenance Reports** –

In the Deputy Chief's absence, the Chief reported the new vehicles have been ordered, with possible delivery in April, 2013; and the below-noted repairs were completed.

C-26	Install grease fitting, left front lower ball joint	\$ 37.10
C-03	Flush heater core	\$ 37.10
C-15	Replace left rear strut	\$ 291.21
C-22	Replace turn switch	\$ 218.65

**2. Sick Report** –

Sick time used was reviewed by the Commission with realization of the flu season being more severe this year.

**3. Overtime** –

Accumulated hours worked for the month of January totaled 838.00 hours, compared to 636.75 hours for the same period in 2012, reflecting a 201.25-hour increase for the month. The "Holiday Bonus" line increased by 94.50 hours for the month, due mainly to the double-time expense for holidays worked.

**4. Other Activities Report –**

The Chief noted 1741 calls for service, indicating an increase of 265 calls from the 2012 total of 1476. Persons incarcerated decreased by 12, while cars towed increased by 5. ABC underage arrests totaled 15; compared to 24 in 2012. MVAs totaled 55 compared to 28 for 2012.

**5. SPCA Animal Control Report –**

Animal complaints answered totaled 38 and 9 after-hour calls for the month.

**6. Officers Activities Breakdown –**

Statistics highlighted by Chief Catalano included 19 DWI arrests for the month, 4 of which were garnered by Ptl. Brendan Byrnes. Ptl. Kenneth Pym was credited with 66 V&T tickets.

**7. Arrest Breakdown –**

The Commission reviewed the arrest breakdown with total arrests at 482, representing an increase of 53 arrests compared to 2012. DWI arrests increased by 2 for January and SUNY student arrests continue to decrease. TC-3 student arrests have also decreased, with 3 arrests for January.

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

***OLD BUSINESS***

**A. PERSONNEL –**

1. Status of Background Investigations:

a. The Chief mentioned the background investigations as being mostly completed on the two new candidates with good reports on both.

I. The first applicant, Mr. Steven White, will commence duties on 3/11. He is already a Certified Police Officer and works at Cazenovia Police. Due to the fact he works part-time, he is ineligible for transfer.

II. The second applicant, Mr. Nathan Moran, will commence duties on 3/13 and will be ordered to Police Academy at Broome County commencing 3/18.

2. Wage increase: The Chief commented on his request to the Common Council, the Mayor, and the Director of Administration and Finance to increase the wage for the PEO position as a means to generate a larger pool. His recommendation was to increase the salary to \$10.50/hour. Questions ensued regarding the present provisionally hired employee.

**B. CODE OF CONDUCT –**

The Chief commented on the progress he has made in updating the code of conduct to more closely reflect the department as it exists now. He stated he will forward the completed copy to the Commissioners under separate email; it has already been approved by Coughlin & Gerhardt as legal counsel, and upon review by the command staff in early April will be disseminated.

***NEW BUSINESS***

**K9 PROPOSAL** – The Chief apprised the Commission of a proposal submitted to him by Ptl. Jesse Abbott, requesting a K9 unit be considered by the department. He stated he is not in opposition to the proposal, but much work will need to be done before it could be implemented, as a K9 unit could be a sizeable benefit if it is handled correctly. Further discussion ensued regarding funding possibilities, possible uses here for a K9 unit, and other aspects of the proposal.

**OTHER BUSINESS**

**A. COMMENDATION AND APPRECIATION REPORT –**

1. Ptl. Joseph Peters and Ptl. Debra Barber each received a Certificate of Completion for successfully completing the *Advanced Roadside Impaired Driving Enforcement Training Course* presented by the NYS Drug Evaluation and Classification Program.
2. Sgt. Daniel Edwards and Sgt. Michael Strangeway each received a Certificate of Attendance for successfully completing the *Prescription Crugs: Diversion, Prescribing, RxPatrol & Case Studies/Designer Drugs* Course presented by MAGLOCLLEN.

**B. CORRESPONDENCE –**

Deputy Chief Paul Sandy, FBINAA NYS/ECC president, sent a letter to chapter members encouraging participation within the chapter and attendance at the annual training conference to be held in Virgil, NY.

**C. COMMISSIONER COMMENTS –**

1. Comm. Sponaugle asked about a police stop procedure, as well as discussion on the SAFE Act.
2. All the Commission wished Mr. O'Mara well and a speedy recovery.

The next meeting is scheduled for **Wednesday, March 27, 2013** 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. Sponaugle, the meeting adjourned at 4:07 p.m.

Respectfully submitted,

Diane L. Ferri  
Confidential Secretary