

POLICE COMMISSION

March 25, 2015 Minutes

PRESENT: Chairman Thomas O'Mara, Commissioner James Sponaugle, Commissioner Eric Prior, Chief F. Michael Catalano, D/C Paul Sandy & Secretary Diane Ferri.

CALL TO ORDER

The regular meeting of the Police Commission was held on March 25, 2015 in the Mayor's Conference Room, City Hall, 25 Court Street, Cortland New York. Comm. Thomas O'Mara called the meeting to order at 3:15 p.m.

A. MINUTES – On the motion of Comm. Prior, second by Comm. Sponaugle, the Commission approved the minutes of the February meeting as written.

B. BILLS –The Commission reviewed the February bills totaling \$19,017.12 and on the motion of Comm. Sponaugle, second by Comm. Prior, were approved and placed on file.

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

1. Year-to-Date Budget Report –

The Commission reviewed the MUNIS system budgetary reports.

2. Vehicle Maintenance -

The Deputy Chief updated the Commission on the condition of the vehicles as well as the vehicle rotation efforts.

3. Overtime –

Accumulated hours worked for the month of February totaled 536.75 hours, compared to 698.25 hours for the same period in 2014, reflecting a 161.40-hour decrease for the month from 2014 and a 108.50-hour decreased year-to-date.

4. Other Activities Report –

The Commission reviewed the report while the Chief highlighted some of the statistical information. Overall, service requests decreased for the month by 284 calls, year-to-date decrease of 697 calls. The Chief also noted 2 new areas to be tracked via this report, "Domestic Incidents" with 33 calls this month, 61 year-to-date; and "Mental Health Reports" 21 calls and 36 year-to-date.

5. SPCA Animal Control Report –

Animal complaints answered totaled 37 with 10 after-hour calls for the month.

6. Officers Activities Breakdown –

Statistics highlighted by Chief Catalano included 9 DWI arrests for the month, 2 each of which were made by Ptl. Melissa Eccleston, Ptl. Patrick O'Donnell, and Ptl. Ryan Riley. A total of 217 V&T tickets were written in the month of February, of which 27 were issued by Ptl. Brian Myers, 26 by Ptl. Ryan Riley, and 21 by Ptl. Adam Troyer. Ptl. Brendan Byrnes issued 29 parking tickets.

7. Arrest Breakdown –

Arrest activity was reviewed by category.

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

OLD BUSINESS

PERSONNEL -

1. The Chief updated the Commission on the status of the 2 new officers filling the most recent vacancies within the Patrol Division and the commencement of the Basic Police Academy in Binghamton on 3/16/15.
2. The Spillman Records Management System recently purchased and being implemented by Cortland County Sheriff's Office has commenced training of appropriate personnel. This Department, the Cortland County Sheriff's Office, Homer PD, University PD, and Cortland Fire Department are all participants with this new system, scheduled for "live" use on 4/20/15.

NEW BUSINESS

There was no new business to discuss.

OTHER BUSINESS

A. COMMENDATION AND APPRECIATION REPORT –

A notice received from the Mercer County Office of the Sheriff expressing gratitude to *"the officers and detectives of the Cortland, New York Police Department for their efforts to coordinate and capture one of Mercer's Most Wanted."*

B. CORRESPONDENCE -

1. Mr. Chad Knapp received a letter from Chief Catalano advising him of his appointment to the Department, his first day of work, and the commencement date at the Broome County Law Enforcement Police Academy.
2. Mr. Derrick Edick received a letter from Chief Catalano advising him of his appointment to the Department, his first day of work, and the commencement date at the Broome County Law Enforcement Police Academy.

C. COMMISSIONER COMMENTS –

There were no comments to report.

The next meeting is scheduled for Wednesday, **April 22, 2015** at 3:15 p.m. in the Mayor's Conference Room. With no further business to discuss, on the motion of Comm. Prior, the meeting adjourned at 3:45 p.m.

Respectfully submitted,

Diane L. Ferri
Confidential Secretary