

POLICE COMMISSION

January 23, 2019 Minutes

PRESENT: Commissioner James Sponaugle, Commissioner Trish Hansen, Chief F. Michael Catalano, Deputy Chief Paul Sandy.

EXCUSED: Commissioner Eric Prior and Secretary Diane Ferri.

CALL TO ORDER

The regular meeting of the Police Commission was held on January 23, 2019 in the Mayor's Conference Room, City Hall, 25 Court Street, Cortland New York. Chairman James Sponaugle called the meeting to order at 3:15 p.m.

A. MINUTES – The minutes of the November meeting were accepted as written, and on the motion of Comm. Hansen, second by Comm. Sponaugle, were approved for filing.

B. BILLS –The Commission reviewed the December bills totaling \$61,169.20.

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

1. YTD Budget Balances -

The Commission reviewed the account lines and percentages expended with discussion regarding the overages and contractual commitments within the budget lines. While the final totals retained a positive balance of \$43,164.88, the Chief noted the retro-active payroll from September produced most of the negative balance issues.

2. Overtime –

Accumulated hours worked for the month of December totaled 1180.50 hours, compared to 958.25 hours for the same period in 2017, reflecting a monthly increase of 222.25 hours from 2017, but a year-to-date decrease of 140.00 hours.

3. Other Activities -

Calls for service have decreased by 278 for the month compared to 2017 and decreased by 5581 year-to-date.

4. SPCA Report -

The SPCA report was reviewed with note of 23 complaints handled for the month, 60 after-hours calls year-to-date, and 41 tickets issued year-to-date.

5. Officers Activities Breakdown –

Statistics highlighted by Chief Catalano noted low activities for the month but mentioned Ptl. Derrick Edick and Ptl. Jeffrey Fitts

6. Parking Tickets -

Parking tickets issued for the month of December totaled 245, and for the year 4,739.

7. Arrest Breakdown -

The Chief reviewed this report with the Commission, noting penal law arrests have decreased by 425, as well as the grand total of all arrests, which have decreased by 302, which is a 23% drop in arrests overall from 2017.

OLD BUSINESS

A. THANK YOU FOR FRUIT BASKET – On behalf of the Police Department, Chief Catalano thanked the Commissioners for their recent gift of a fruit basket.

B. PERSONNEL –

- a. Laman Graduation – Ptl. Bradley Laman graduated from the Basic Academy on January 11, 2019 and is now undergoing Field Training.
- b. Background Investigation – The Chief reported the background investigations have been completed for 2 of the 3 candidates.
- c. Basic Academy - The Chief further stated that upon successful completion of the background check, all three will be commencing employment sometime in March and attending basic academy on April 1, 2019.

NEW BUSINESS

AWARDS CEREMONY – The Chief apprised the Commission of the annual Awards Ceremony being held on Monday, January 28, 2019 to honor with letters of commendation, certificates, or pins those officers who have excelled in various situations. Lieutenant Richard Troyer will also be honored for his 39 years of service to the City, as he will be retiring effective January 31. Light refreshments will be served also.

OTHER BUSINESS

A. COMMENDATION, APPRECIATION, CORRESPONDENCE REPORT -

1. Ptl. Jeffrey Fitts, Ptl. Anthony Natoli, and Ptl. Adam Troyer each received a letter from Chief Catalano inviting them to appear for a promotional interview to Sergeant.
2. Mr. Vincent Harris received a conditional offer of employment from Chief Catalano.
3. Ms. Jane Witty, Cortland Downtown Partnership, sent a thank you card to the Department for their efforts to maintain a safe environment for the New Year's Eve event.
4. Chief Catalano sent a thankyou card to Ms. Ella Wilson and Ms. Abby Whelan of the Cortland High School National Honor Society, and other members of the Senior Class for their donation of a tray of brownies and cookies.

B. COMMISSIONER COMMENTS –

There were no comments.

The next meeting is scheduled for ***Wednesday, February 27, 2019*** at 3:15 p.m. in the Mayor's Conference Room. With no further business to discuss, on the motion of Comm. Hansen, second by Comm. Spoungle, the meeting moved into Executive Session at 4:05 p.m.

Respectfully submitted,

Diane L. Ferri
Confidential Secretary