

POLICE COMMISSION MINUTES-DRAFT

April 25, 2023

PRESENT: Chairman Jim Sponaugle, Commissioner Liz Starr, Commissioner Michael Whitlock, Chief Paul Sandy, Deputy Chief David Guerrero, Corporation Counsel A.J. Meldrim and Tracey Hatfield. Commissioner Cheryl Michales and Commissioner Trish Hansen were excused. A member of the public also joined the meeting to observe.

CALL TO ORDER

The regular meeting of the Police Commission was held on Tuesday, April 25, 2023 in the Main Conference Room at the Chamber of Commerce. Chairman Sponaugle called the meeting to order at 9:13 a.m.

A. MINUTES – On the motion of Comm. Whitlock, second by Comm. Starr the Commission approved the minutes of the February meeting.

On the motion of Comm. Sponaugle, second by Comm. Whitlock the Commission approved the minutes of the March meeting.

B. BILLS –The Commission reviewed the March bills totaling \$121,255.62 and were approved on the motion of Comm. Starr, second by Comm. Whitlock.

C. REPORTS –The March reports as approved on the motion of Comm. Starr second by Comm. Whitlock were highlighted as follows:

- 1. Invoice list for month** – Brief discussion of the new lockers for the men’s locker room. Twelve are on the way, may try to order twelve more before the end of the year if we sell enough scrap. There was a \$1,000 purchase for gauze. This is blood clotting gauze that lasts for five years. The old gauze will still be carried by the officers, but everyone will also have a roll of the new gauze.
- 2. Year-To-Date Budget** – Brief discussion of Buildings and Grounds line and the Education lines.
- 3. Training Report** –Still a bit behind; officers are still having trouble logging into the training website.
- 4. Vehicle Maintenance** – Lighter month for maintenance. Car 14 needed tires and brakes. Car 17 needed brakes and rotors, along with repair to a rear window. Car 15 was having an issue with the lights; needed a new switch and wiring harness.
- 5. Overtime/Sick Time Comparison** –Sick time is down this month.

6. **Overtime Breakdown**– Short shift way down. Brief discussion of Girls Day Out, which is a National program to help empower young girls by interacting with strong women in the community, from all different careers.
7. **Other Activities Report** –Slight decrease in domestic incidents and mental health calls.
8. **Animal Report** –Will be meeting with the County, Mayor Steve and Ag & Markets. We currently have a contract with Country Acres through June.
9. **Detective Bureau Cases** –Light month.
10. **Officers Injury Report** – One officer exposed to blood borne pathogens, being treated as a precaution.
11. **Officers Activities Report** – Brief discussion of overtime worked vs. overtime paid. Typically hours paid should always be 1.5 times the hours worked. Some officers have higher hours paid due to being called into the Detective Bureau and Court overtime. These are both paid at a minimum of 4 hours.
12. **Parking Ticket Report** – Good month. Parking regulations have been relaxed around Main Street due to the construction. We are close to going live with paid parking and permit parking.
13. **Bike Patrol Report** –Nothing to report for March.
14. **Arrest Breakdown** –Total tickets are down slightly. Some officers give warnings before writing tickets.

OLD BUSINESS

A. NEW K-9: JUNE SPOT RESERVED

- Six candidates applied for K9 Officer opening
- May 8 interviews
- New K9 Officer will be going to Shallow Creek in Jun
- We can pick out the new K9 on May 12
- Former K9 Officer Bush will help with the interview process and selecting the new K9
- We will be converting one of the Detective vehicles into the new K9 vehicle

B. NEW VEHICLES; TRU, DETECTIVE BUREAU

- Sold several department vehicles
- Bought a 2015 Nissan Rogue for the Detective Bureau
- Sold 2007 TRU van
- Mayor authorized the purchase of a 2019 Mercedes 350 to replace the old TRU van
- New van has plenty of room for the entire TRU team and all of their gear

C. DEPARTMENT HEAD MEETING WITH ADMINISTRATION CANDIDATES

- Department Heads were able to meet and interview the final two candidates
- The candidate chosen comes from Virginia and will be starting in May

D. ACADEMY UPDATE

- Currently three recruits in Police Academy. Two in Syracuse, one in Broome
- Everyone doing well

NEW BUSINESS

A. SALE OF SCRAP AT IMPOUND LOT

- Sold eleven vehicles to various businesses and individuals
- Made more money on the sale than if we had sold as scrap
- Brought in a little over \$5,000

B. BIKE SALE

- Scheduled for May 13 from 8 a.m. until 11 a.m.
- Approximately 80 bicycles to sell
- There is a local organization that works with kids to teach them how to work on the bicycles. We will be donating several of the bicycles to them

C. TRAINING COMING UP

- DETECTIVE BUREAU: EVIDENCE TECH, PHOTOGRAPHY
 - Homer is hosting schools for both
 - Four detectives attending at no cost to us
- ID'S
 - We are hosting Instructor Development Training at the TLC Training Center
 - Three of our Patrol Officers will be participating

D. NEW SERGEANT OPENING; TEST

- Test scheduled for June
- Sergeant interviews scheduled for May 9
- We will be promoting for the Sergeant retiring in June
- Mayor and City Council approved a fifth Sergeant position; along with an additional Patrol spot to backfill

E. PERSONNEL ISSUE UPDATE

- Discussed during Executive Session

OTHER BUSINESS

A. COMMENDATION, APPRECIATION, and CORRESPONDENCE REPORT – One of our Officers participated in the Elks chicken wing eating contest. Chief Sandy donated \$70 to the cause.

B. COMMISSIONER COMMENTS – Nothing to add.

ADJOURNMENT

At the request of Comm. Sponaugle, a motion was made by Comm. Starr, second by Comm. Whitlock to go into Executive Session at 10:01 a.m. to discuss Personnel matters. With no further business to discuss, the Commission came out of Executive Session on the motion of Comm. Sponaugle, second by Comm. Starr at 10:40 a.m. The meeting was adjourned at 10:43 a.m. on the motion of Comm. Starr, second by Comm. Sponaugle.

Respectfully submitted,

Tracey Hatfield
Sr. Account Clerk