

POLICE COMMISSION MINUTES-APPROVED

May 25, 2023

PRESENT: Chairman Jim Sponaugle, Commissioner Liz Starr, Commissioner Trish Hansen, Commissioner Michael Whitlock, Chief Paul Sandy, Deputy Chief David Guerrera and Tracey Hatfield. Commissioner Cheryl Michales was excused. Corporation Counsel A.J. Meldrim joined late. Also present, Kevin Smith from the Cortland Voice.

CALL TO ORDER

The regular meeting of the Police Commission was held on Thursday, May 25, 2023 in the Main Conference Room at the Chamber of Commerce. Chairman Sponaugle called the meeting to order at 9:00 a.m.

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

B. BILLS –The Commission reviewed the April bills totaling \$87,721.76 and were approved on the motion of Comm. Starr, second by Comm. Hansen.

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

1. **Invoice list for month** – Brief discussion of the new TRU van, new detective vehicles. The new drones and Drone Study Guide were also discussed.
2. **Year-To-Date Budget** – Brief discussion of 2022 encumbrances that didn't move to the 2023 budget as expected.
3. **Training Report** –Nothing to report.
4. **Vehicle Maintenance** – Minor repairs; tires, brakes, rotors. Car 26 needed an AC recharge. Brief discussion of extended warranty and the vehicle rotation.
5. **Overtime/Sick Time Comparison** –Nothing notable to discuss.
6. **Overtime Breakdown**– Short shift down now, will be up again in the next couple months. This is due to retirements/promotions. Stop DWI is up.
7. **Other Activities Report** –Towed cars are up.
8. **Animal Report** –Still saving money compared to what we were paying the SPCA every month.

9. **Detective Bureau Cases** –Brief discussion of unattended deaths and coroner involvement.
10. **Officers Injury Report** – Brief discussion of an injury sustained at the Armory. An officer slammed their finger in the gate which resulted in damage to one finger.
11. **Officers Activities Report** – Brief discussion of statistics and call volume.
12. **Parking Ticket Report** – Good month. Brief discussion of one officer’s tickets written for the month.
13. **Bike Patrol Report** –100 hours spent on the bikes this month, most of which was logged during Spring Fling weekend.
14. **Arrest Breakdown** –Arrests are up. TC3 students are no longer an issue for us.

OLD BUSINESS

A. NEW K-9: JUNE SPOT RESERVED

- K9 Officer hired
- New K9 selected. One year old Malinois/German Shepherd mix named Max
- K9 School starts June 18
- Car 26 will be converted into the new K9 vehicle
- Lt. Cute and Chief Sandy are going today to look at a used kennel

B. NEW VEHICLES; TRU

- Sold 2007 TRU van
- Purchased a 2019 van for new TRU vehicle
- Working on equipping new van with benches, etc.

C. BIKE SALE

- Went very well. Sold 38 bikes and raised \$805
- \$500 went to the Deer Fund and \$305 went to the Youth Bureau Celebrations line to pay for ice cream in the parks this summer
- We will be donating several more of the bikes left over to an individual who will fix them and donate them to children in need

D. ACADEMY UPDATE

- Everyone doing well

NEW BUSINESS

A. CCDTF VEHICLE-UNDERCOVER

- Still looking for undercover vehicles

B. SERGEANT INTERVIEWS

- Ptl. Officer Taylor was promoted to Sgt.
- She began her new duties on May 16

C. K9 OFFICER INTERVIEWS

- All did well
- Six initially applied
- Two withdrew prior to the interviews
- Four interviewed

D. TRU TAHOES/NEW EQUIPMENT

- Picked 2 ghosted Tahoes as TRU vehicles
- Members of the TRU Team will be assigned to these vehicles
- These vehicles will be equipped with additional tactical equipment
- Members of the TRU team will have TRU bars added to their uniforms

E. PERSONNEL ISSUE UPDATE

- Discussed during Executive Session

OTHER BUSINESS

A. COMMENDATION, APPRECIATION, and CORRESPONDENCE REPORT –
Nothing to add.

B. COMMISSIONER COMMENTS – Comm. Starr congratulated DC Guerrero on 30 years of service.

ADJOURNMENT

At the request of Comm. Sponaugle, a motion was made by Comm. Hansen, second by Comm. Whitlock to go into Executive Session at 9:56 a.m. to discuss Personnel matters. With no further business to discuss, the Commission came out of Executive Session on the motion of Comm. Hansen, second by Comm. Whitlock at 10:19 a.m. The meeting was adjourned at 10:22 a.m. on the motion of Comm. Hansen, second by Comm. Whitlock.

Respectfully submitted,

Tracey Hatfield
Sr. Account Clerk