

# POLICE COMMISSION MINUTES-APPROVED

June 22, 2023

**PRESENT:** Chairman Jim Sponaugle, Commissioner Liz Starr, Commissioner Trish Hansen, Commissioner Michael Whitlock, Commissioner Cheryl Michales, Chief Paul Sandy, Deputy Chief David Guerrero and Tracey Hatfield. Mayor Steve joined the meeting late. Also present, Kevin Smith from the Cortland Voice.

## ***CALL TO ORDER***

The regular meeting of the Police Commission was held on Thursday, June 22, 2023 in the Main Conference Room at the Youth Bureau. Chairman Sponaugle called the meeting to order at 9:03 a.m.

**A. MINUTES** – On the motion of Comm. Hansen, second by Comm. Starr the Commission approved the minutes of the May meeting.

**B. BILLS** –The Commission reviewed the May bills totaling \$65,075.63 and were approved on the motion of Comm. Michales, second by Comm. Hansen.

**C. REPORTS** –The May 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 vehicle maintenance and the Tyco bill.
- 2. Year-To-Date Budget** – Brief discussion of accumulated comp being paid out of wrong budget line. Tracey and the Chief will work with the new Director of Finance & Administration to see what needs to be done to correct this. The Commission also discussed maintenance contracts, cars, and the building & grounds line.
- 3. Training Report** –Nothing to report. Training has been taking place, but Officer Hines has been involved in most of the training, either as an instructor or attendee, and has not had the opportunity to update the training log.
- 4. Vehicle Maintenance** – Nothing major this month.
- 5. Overtime/Sick Time Comparison** –Sick time up a little. The year to year comparison is interesting. Overtime is being picked up by most of the younger officers. We had an officer assaulted while on a call which resulted in 32 hours of Worker’s Comp for this officer in May.
- 6. Overtime Breakdown**– Short shift way down now. Overtime for SUNY Graduation is reimbursable.

7. **Other Activities Report** –Domestics and mental health calls are down significantly this month.
8. **Animal Report** –Busy month. The Chief would like clarification on the “other investigations” to see what those entail. Using Country Acres is still a huge savings compared to what the City was paying the SPCA yearly.
9. **Detective Bureau Cases** –Busy month. Drug Task Force is extremely busy.
10. **Officers Injury Report** – One officer was assaulted at the hospital.
11. **Officers Activities Report** – Brief discussion of training and the lack of activity for a handful of officers compared to others.
12. **Parking Ticket Report** – Down slightly this month. Due to the heavy construction all over the City, some of the regulations are being lightened up a bit.
13. **Bike Patrol Report** –We had a few hours on the bikes this month. Four more officers went to bike school.
14. **Arrest Breakdown** –Nothing notable to discuss.

## ***OLD BUSINESS***

### **A. NEW K-9: JUNE 18/SHED**

- K9 Officer Perkins started K9 school with Max on Monday, June 19 at Shallow Creek in Pennsylvania
- McNeil donated enough money to purchase a new shed/run combo for Max

### **B. NEW VEHICLES; TRU-Magnets All Set**

- Magnets were made with the TRU logos for the side of the van

### **C. ACADEMY UPDATE**

- Two of the recruits will be done with the Syracuse Academy in another week
- Both will be in Field Training through October

### **D. CCDTF VEHICLE-UNDERCOVER**

- Still working on it. May keep one of the impound vehicles for this purpose the next time we sell vehicles from the impound lot

## ***NEW BUSINESS***

### **A. DRONES**

- Purchasing of the drones went before City Council and was approved
- Two of our officers attended school and are certified to fly the drones
- Police and Fire will go in together to purchase the drone as it can be used by both departments

### **B. PARKING-PASSPORT**

- The new Parking Ticket/Parking Permit system has been approved by Council and should be going live soon
- We are looking at slight increases to the Parking fines and Parking passes to help offset the cost of the new system
- This system will integrate tickets and permits. The will also allow the appeal process to be handled electronically

### **C. CCDTF ADDITIONAL OFFICER**

- Sherriff's Department just added a second officer
- CPD will add an additional officer in the Fall. This will be a Patrol Officer, not a Sergeant
- Will be a total of 4 DTF Officer's by the end of 2023

### **D. BIKE DONATED**

- Several bicycles left over from the bike sale were donated to an individual for repair
- Once repairs are complete, they will be donated to children in need
- We have acquired a list of children in need to donate the bikes to
- The individual repairing them will be paying for the repairs himself

### **E. DAIRY PARADE**

- Cancelled due to lingering smoke from the Canadian fires. The DEC issued an Air Quality Alert and urged people to limit outdoor activities

### **F. PERSONNEL ISSUE UPDATE**

- Discussed during Executive Session

## ***OTHER BUSINESS***

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

**B. COMMISSIONER COMMENTS** – Nothing to add.

***ADJOURNMENT***

At the request of Comm. Sponaugle, a motion was made by Comm. Michales, second by Comm. Hansen to go into Executive Session at 10:13 a.m. to discuss Personnel matters. With no further business to discuss, the Commission came out of Executive Session on the motion of Comm. Whitlock, second by Comm. Michales at 11:18 a.m. The meeting was adjourned at 11:19 a.m. on the motion of Comm. Michales, second by Comm. Hansen.

Respectfully submitted,

Tracey Hatfield  
Sr. Account Clerk