

POLICE COMMISSION MINUTES

August 31, 2023

PRESENT: Chairman Jim Sponaugle, Commissioner Trish Hansen, Commissioner Michael Whitlock, Commissioner Cheryl Michales, Chief Paul Sandy, Deputy Chief David Guerrera and Tracey Hatfield. Commissioner Liz Starr was excused. Also present, Corporation Counsel AJ Meldrim arrived late.

CALL TO ORDER

The regular meeting of the Police Commission was held on Thursday, August 31, 2023 in the Main Conference Room at the Chamber of Commerce. Chairman Sponaugle called the meeting to order at 9:08 a.m.

- A. MINUTES** – On the motion of Comm. Michales, second by Comm. Whitlock the Commission approved the minutes of the July meeting.
- B. BILLS** –The Commission reviewed the July bills totaling \$43,265.76 and were approved on the motion of Comm. Whitlock, second by Comm. Michales.
- C. REPORTS** –The July reports as approved on the motion of Comm. Hansen second by Comm. Michales were highlighted as follows:
- 1. Invoice list for month** – Brief discussion of the drone purchase. Chief explained that the cost of the drone (\$9,986) was shared by the Fire Department (\$5,000) and the Police Department received a \$4,000 donation from Rotary. Actual cost from Police budget was \$986. Invoice for \$5,446.01 from Royal for repairs to Car #6 will be reimbursed by insurance. Commissioner Whitlock suggested making a list of things we are doing as a department to show how we are saving money.
 - 2. Year-To-Date Budget** – Brief discussion of 2022 funds. Lisa explained two different methods that could be used for spending the 2022 funds that were carried over into 2023. One method didn't work as expected, we will try the other method in the coming weeks.
 - 3. Training Report** –Brief discussion of Blood borne Pathogen Training. It was also mentioned there are other trainings that are still needed.
 - 4. Vehicle Maintenance** – Car 15 needed a wiring harness. Car 19B needed a battery and brakes. Car 25 needed a battery and Car 27 needed repairs to the transmission and a new alternator.
 - 5. Overtime/Sick Time Comparison** –Sick time is up a little.

6. **Overtime Breakdown**– Overtime is down overall. DWI overtime is reimbursable through Cortland County Sheriff.
7. **Other Activities Report** –Mental Health calls way down again.
8. **Animal Report** –This month the PD was busy with complaints. We are working toward hiring a part-time dog control officer to help handle calls and paperwork associated with complaints. We just purchased a four dog kennel to go behind the armory to hold dogs until owners can claim them or they can be transported to Country Acres.
9. **Detective Bureau Cases** –Drug Task Force activity is still way up.
10. **Officers Injury Report** – Nothing to report.
11. **Officers Activities Report** – Nothing notable to discuss.
12. **Parking Ticket Report** – Numbers still way down due to the heavy construction all over the City. The PEO is staying away from downtown. Our high-volume ticket writer was away at training all month.
13. **Bike Patrol Report** –8 hours logged on the bikes this month.
14. **Arrest Breakdown** –Arrests down this month; may change due to pending cases in the Detective Bureau. DWI's are down.

OLD BUSINESS

A. CIVIL SERVICE EXAMS

- The Lt. exam is coming up soon
- New Patrol Officer Exam is September 9. Over 50 have signed up, which is more than double the amount for the last exam
- The results of the Sgt. Exam are back. We have a really good list of candidates to fill the two openings we have
- We are scheduling five Sgt. Interviews for Tuesday, September 26 starting at 1 P.M. They will be held in the Mayor's Conference Room or the Youth Bureau Conference Room.

B. DIGITAL PARKING UPDATE

- Something is being changed with the permitting portion
- Testing has started
- We anticipate an increase in parking revenue and number of tickets paid

C. CCDTF VEHICLE-UNDERCOVER

- Still working on it
- We are still waiting for titles for some of the vehicles in the impound lot

NEW BUSINESS

A. UP-FITTING TRU VAN

- We are waiting for quotes for the cost to up fit the van

B. VEHICLE AUCTION/SALE

- Waiting for vehicle titles
- It's been taking about three months to get titles

C. 64 OWEGO INCIDENT

- Confidential-not much can be shared
- NYSP took the lead on the incident
- We are trying to get reimbursement from NYSP for payroll costs associated with this incident

D. TASER PURCHASE

- Homer PD has seven Tasers they aren't using, along with 30 cartridges, 3 batteries and some holsters
- Cost to purchase will be around \$4,000, which is a huge cost saving to us
- We previously sold several older models; these will replace more of the older models

E. DRONE POLICY

- Drones have arrived. Sgt. Riley outfitted his vehicle to carry them
- Sgt. Riley and Officer Maniaci have been attending training for them

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 Chief Sandy, a motion was made by Comm. Michales, second by Comm. Hansen to go into Executive Session at 10:16 a.m. to discuss Personnel matters. DC Guerrero was excused. With no further business to discuss, the Commission came out of Executive Session on the motion of Comm. Whitlock, second by Comm. Hansen at 11:32 a.m. The meeting was adjourned at 11:34 a.m. on the motion of Comm. Hansen, second by Comm. Michales.

Respectfully submitted,

Tracey Hatfield
Confidential Secretary