

POLICE COMMISSION MINUTES

September 28, 2023

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

CALL TO ORDER

The regular meeting of the Police Commission was held on Thursday, September 28, 2023 in the Main Conference Room at the Chamber of Commerce. Chairman Sponaugle called the meeting to order at 9:01 a.m.

- A. MINUTES** – On the motion of Comm. Whitlock, second by Comm. Hansen the Commission approved the minutes of the August meeting.
- B. BILLS** –The Commission reviewed the August bills totaling \$39,712.67 and were approved on the motion of Comm. Hansen, second by Comm. Sponaugle.
- C. REPORTS** –The August reports as approved on the motion of Comm. Whitlock second by Comm. Hansen were highlighted as follows:
- 1. Invoice list for month** – Brief discussion of parking fees vs. impound towing; prisoner food and the price of fuel.
 - 2. Year-To-Date Budget** – Brief discussion of vehicles and the Buildings and Grounds budget line.
 - 3. Training Report** –Brief discussion of the process of updating the training report.
 - 4. Vehicle Maintenance** – No mileage/gas consumption on the report this month. The school has new software and they are having trouble pulling the report we need for the monthly fuel usage. Will update the report as soon as the school sends the bill. Car 20 needed body work and Car 25 needed a new battery this month.
 - 5. Overtime/Sick Time Comparison** –Sick time is up a little. We had 2 people out with Covid in August/September. We also had an officer take some Family Leave time due to a new baby being born.
 - 6. Overtime Breakdown**– Overtime is down compared to last year. No major events coming up.

7. **Other Activities Report** –Domestic/Mental health calls still going down overall, even though mental health jumped significantly in August.
8. **Animal Report** –Slight dip in number of calls in August. Still working on hiring a part-time dog control officer. The new kennel has been set up at the Armory for temporary housing before transporting them to Country Acres.
9. **Detective Bureau Cases** –High volume of fraud cases right now. Brief discussion of Fentanyl.
10. **Officers Injury Report** – One injury this month.
11. **Officers Activities Report** – Brief discussion of the number of calls and training activity.
12. **Parking Ticket Report** – Slightly up from last year.
13. **Bike Patrol Report** –88 hours logged on the bikes this month.
14. **Arrest Breakdown** –Arrests down again this month.

OLD BUSINESS

A. CIVIL SERVICE EXAMS

- Trying to get names of people of passed the PT exam from Civil Service so we can start canvassing the list
- We need to hire 5 to fill current vacancies
- We have two possible retirements in the Spring

B. DIGITAL PARKING UPDATE

- There are still some bugs that need to be worked out
- Permitting is going well

C. UP-FITTING TRU VAN

- We are close to sending it out to get the lights and sirens, then it will go to get benches, grab bars and running boards
- Part of the DEA money we received will go to the Up-fit

D. VEHICLE AUCTION/SALE

- We applied for titles for three vehicles and one motorcycle. We are months out due to staffing levels at the Title Bureau.
- We currently have one old police vehicle listed on Auctions International
- We have five impound vehicles going for scrap
- All proceeds will go to the vehicle lines in our budget

NEW BUSINESS

A. BODY CAM GRANT

- We were awarded the Grant
- The cost of the Body Cams is significantly higher than the amount of the grant
- Some of the drug forfeiture money may be able to cover some of the costs

B. BUDGET 2024

- First draft has been submitted
- We are still working on some of the lines

C. LOCKERS

- More coming in the next week or so
- We are adding a couple extra
- Would like to do something about the floors and benches next

D. PERSONNEL ISSUE UPDATE

- Nothing to discuss

OTHER BUSINESS

A. COMMENDATION, APPRECIATION, and CORRESPONDENCE REPORT – Coffee with a Cop is scheduled for October 4 from 9-11 at BRU 64. This is National Coffee with a Cop Day.

B. COMMISSIONER COMMENTS – Nothing to add.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 10:06 a.m. on the motion of Comm. Hansen, second by Comm. Whitlock.

Respectfully submitted,

Tracey Hatfield
Confidential Secretary