



**Town of Cedar Lake
Board of Safety Public Meeting Minutes
Wednesday, February 10, 2021 at 6:00 PM**

CALL TO ORDER: 6:28 pm

PLEDGE OF ALLEGIANCE

ROLL CALL:

Present	Joshua Govert, Member	Present	Ralph Miller, Town Council Liaison
Present	James Olthoff, Member	Present	William Fisher, Police Chief
Present*	Norman Stick, Member	Present	Todd Wilkening, Fire Chief
Present	David Villalobos, Vice Chairman	Absent	Carl Brittingham, Deputy Chief Police
Present	Lester Kaper, Chairman	Absent	Nick Mager, Deputy Chief Fire

**denotes present electronically*

PUBLIC COMMENT: Douglas Ferguson (13330 Edison Street) addressed the Board, reading a prepared statement he had written, addressing what he felt was unprofessionalism of the Public Safety Staff. He spoke of attending and speaking during the January meeting about his interactions with Chief Fisher and Deputy Chief Brittingham. He spoke of history amongst his family in both the police department and fire department. He expressed concerns regarding lies from officers and felony indictments. His primary source of concern was addressed with Fire Chief Wilkening regarding what he felt was a HIPAA violation, noting Firefighter James Schultz had shared personal information on social media. Kaper reminded Ferguson that during January's meeting, he suggested Ferguson putting his concerns/complaints in writing, addressed to the Public Safety Board Chairman and deliver it to the Town in a sealed envelope. He suggested again to Ferguson that he do so. Wilkening asked Ferguson to share what he had with him regarding his allegation. Ferguson stated he would forward the screenshot to him and had also filed a complaint on the Police Dept website.

Kaper called for additional Public Comment three times; no others received.

APPROVAL OF THE MINUTES: A motion was made by Joshua Govert, seconded by David Villalobos, to approve the meeting minutes of January 13, 2021.

Govert	Olthoff	Stick	Villalobos	Kaper	Vote
Yes	Yes	Yes	Yes	Yes	5-0

COMMUNICATIONS: None noted.

FINANCE – Purchase Orders January 2020: Fisher confirmed for Villalobos that the \$7,000 for evidence cameras was with grant funding. Wilkening noted the extraction tool provided through grant funding, was on backorder.

OLD BUSINESS:

1. **Meeting Schedule:** Kaper had suggested last month moving the monthly meetings to another night in order to allow for the availability of the Town Attorney to be present, if needed. Multiple discussions ensued regarding dates and staff/board members available. Suggestions

were made to keep the meeting as is, but if needed, the first Thursday of the month would accommodate everyone, if the date would need to be changed.

2. **Lexipol Policy Updates:** Fisher stated Forsell was having a meeting tomorrow and would have ten (10) for the board to review, as early as next month and would be getting more as they are completed. Villalobos stated he has read through but cannot comment on them. Wilkening stated the Fire Department would require a little more time as they are essentially starting from scratch. He indicated they had a two-hour meeting, assembled the team and by mid-March they would start seeing Fire Department policies.
3. **Equipment:**
 - a. **Police:** Fisher reported the Police Department's vehicle repair expenses. He stated a \$50,000 reimbursement grant was received for hybrid vehicles – one for Fire and one for Police. He indicated because the vehicles had to be hybrid, the cost was more. He expressed how he would like to purchase 4 total vehicles this year – 3 Durango and 1 truck. He indicated he would allow the Fire Chief to utilize the full funding for outfitting their hybrid. Wilkening stated the hybrid Ford Explorer would replace the chase vehicle that has 200,000 miles. Villalobos discussed police reform bill and legislature that has not been mandated yet regarding body cameras. Fisher stated they were looking into grants to fund the body cameras for the officers and had a quote for \$277,000. Fisher stated the boat is almost complete, reviewed updates, noting less hours were required and therefore less in cost.
 - b. **Fire:** Wilkening state winter has been rough on their vehicles. He stated an ambulance was recently in the ditch to avoid an accident on the ice with another rig, noting no damage. He stated the new 4-wheel drive ambulance should be ready by the end of May. He discussed the ladder vehicle needing a cylinder and Engine 13 needing brakes. He discussed several bad calls that occurred in the last month and noted his appreciation to the Police Department for their much-needed collaboration, especially in a case where they had to get to a home that was a mile off the road in deep snow/ice. Wilkening stated bids have been received for the tanker and Hanover Township Trustee Toth will be reviewing these.
4. **Other:** Fisher stated he has been working with the DNR regarding the pier, ADA accessibility and public access. Miller indicated the museum has a desire to utilize the pier as well and has \$18,000 to contribute. Fisher stated they would block off the Police and Fire Department portion of the pier so that residents would be unable to access that section.

NEW BUSINESS & TRAINING:

Police Department:

1. **Monthly Activity Report:** Fisher reported a total number of incidents/calls of 841 for the month, noting a total of 169 citations including 141 state violations, 24 Town traffic violations and 4 Town ordinance violations, and a total of 291 warnings.
2. **Training:** Fisher reported Dills was at the Academy and reported she completed her first exam and a criminal law quiz. He reported Kamstra is in Phase 2 of Field Training and riding with a fellow officer. He reviewed all department training received in January and February. Kaper requested documentation from those attending training, noting what they got out of the training, to determine if it was effective. Multiple discussions occurred and both Chiefs felt it was unnecessary and they would monitor training effectiveness.
3. **Other:**

A motion was made by David Villalobos, seconded by Jim Olthoff, to amend the agenda to consider personnel matters. The motion passed after vote unanimously 5 to 0.

Govert	Olthoff	Stick	Villalobos	Kaper	Vote
Yes	Yes	Yes	Yes	Yes	5-0

A motion was made by David Villalobos, seconded by Jim Olthoff, to consider granting a hearing on a personnel matter. The motion failed with a vote of 1 to 4.

Govert	Olthoff	Stick	Villalobos	Kaper	Vote
No	Yes	No	No	No	1-4

Fire Department:

1. **Monthly Activity Report:** Wilkening reported some trouble in changing the report dates for the report. He noted 143 total incidents/calls during January, confirming for Kaper that the types of response are noted on who responds. Wilkening confirmed for Govert they were still receiving COVID calls.
2. **Staffing:** Wilkening reported the 2 volunteers have graduated from the Fire Academy and he has one more in the Academy. He noted Beyer has not become full time and he is down one volunteer.

VIPS REPORT: Lt. Layer presented a packet to the members including a 2020 Year Report along with a report including the last quarter figures including November 2020, December 2020 and January 2021. He noted 905 total hours in 2020, which was down from 1425 in 2019, expressing the decline was due to COVID, less festivities and more restrictions imposed. There was a total of 20 Active 911/Call Outs (25 in 2019), 149 detail hours (262 in 2019), 292 patrol hours (346 in 2019), 69 training hours (238 in 2019) and 341 miscellaneous hours (455 in 2019) which would include items like vehicle maintenance, vehicle up-fitting, member meetings, administrative duties, etc. The 2020 membership total was 6 (7 in 2019), 2 members resignations (1 in 2019), no members receiving verbal warning for violating VIPS SOP of monthly hour requirements (1 in 2019), no members were released from the unit (1 in 2019) and no applicants were declined (1 in 2019 for living too far for adequate response time). Fisher stated Lt. Layer and VIPS are vital to the department, noting Layer checks in every Monday to review with him. He also checks on vehicles, helps with fires, etc. Layer stated that his wish list included more cars.

PUBLIC COMMENT: Douglas Ferguson (13330 Edison Street) requested confirmation of the next meeting date. Fisher noted the date would be published on the website.

Kaper called for additional Public Comment three times; no others received.

ADJOURNMENT: A motion was made by David Villalobos, seconded by Josh Govert, to adjourn the meeting at 7:12 pm.

Govert	Olthoff	Stick	Villalobos	Kaper	Vote
Yes	Yes	Yes	Yes	Yes	5-0

TOWN OF CEDAR LAKE BOARD OF SAFETY

Lester Kaper, Chairman

Norman Stick, Vice-Chairman

Joshua Govert, Member

James Olthoff, Member

David Villalobos, Member

ATTEST:

Sarah Moore, Recording Secretary