



Town of Cedar Lake
Board of Safety Public Meeting Amended Minutes
Wednesday, March 24, 2021 at 6:00 PM

CALL TO ORDER: Kaper called the meeting to order at 6:00 pm and requested a moment of silence after the Pledge for the police officer shot in Boulder, Colorado.

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	David Villalobos, Member	Present	Todd Wilkening, Fire Chief
Present	Norman Stick, Vice Chairman	Present	Carl Brittingham, Deputy Chief Police
Present	Lester Kaper, Chairman	Present	Nick Mager, Deputy Chief Fire

PUBLIC COMMENT: Kaper called for Public Comment three times; none received.

APPROVAL OF THE MINUTES: A motion was made by Norman Stick, seconded by Joshua Govert, to approve the meeting minutes of February 10, 2021.

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

COMMUNICATIONS:

1. Police Department:

- a. **Commendation – Allande:** Chief Fisher stated on February 16, 2021, George Rohr, a resident of Cedar Lake, unexpectedly lost his wife. Police and Fire have provided assistance to Rohr. When the funeral home was unable to reach him, upon arrival and Rohr not answering, Corporal Allande was able to obtain entry through a window, locating Rohr on the ground. For the next 10 days, Allande went to Rohr's home, including his off days, to ensure Rohr was doing ok. With assistance from the Fire Department, arrangements were made to get Rohr to the funeral for his wife. Allande provided updates on status of attempting to locate Rohr's next-of-kin. Fisher extended his gratitude to Allande for his tireless work in assisting Rohr, noting his dedication to Rohr and the citizens of Cedar Lake are commendable not only upon himself but as a reflection of the Cedar Lake Police Department and his actions are above and beyond the line of duty. Fisher also recognized Mary Joan Dickson, who was present in the audience, for her assistance and dedication to Rohr and expressed his gratitude to her for the work she's provided.
- b. **Commendation – Godoy:** Chief Fisher read the commendation letter for Corporal Godoy from Deputy Fire Chief Mager for outstanding support and service provided on March 17, where Godoy responded to an EMS call related to dizziness and shortness of breath assisting the Cedar Lake Fire Department. Fisher noted there was complexity related to the call as the on-shift EMS crew was on the opposite end of the district committed to a vehicle accident. Godoy arrived prior to the Fire Department, surveyed the scene and did not hesitate to go above and beyond duties. Upon Mager's arrival,

Godoy exited the residence to provide Mager with a thorough update on the patient. Mager informed Godoy that mutual aid had been called and he would provide care for the patient until their arrival. Godoy offered to stay to provide assistance with Mager. Godoy brought equipment to Mager and assisted Mager in providing immobilization for c-spine for approximately 10 minutes until arrival of the mutual aid ambulance. Mager's letter stated without Godoy's support and service, he could not have performed all of the duties needed and making additional comfort for the patient. Mager indicated they were working well together without hesitation and he truly believed they not only made a difference for the patient, but also in comforting his wife while showing professionalism. Mager expressed his appreciation for going above and beyond and expressed being proud to serve with Godoy.

- c. **Thank You Letter:** Chief Fisher read a letter received from Gary and Marilyn Deema related to an incident on February 14. Marilyn's letter indicated her husband needed an ambulance and the first to arrive was a Cedar Lake Police Officer, believing it to be Corporal Miller. The officer spoke to the couple and was able to help them calm down, thinking the husband was having a stroke. Paramedics soon arrived and took over. Deema noted the driveway was about 90 feet long to the road and it had snowed that day. She noted the officer shoveled a path to the road so the paramedics could get to the house with the gurney and even took the trash to the curb because her husband indicated he was concerned about getting the trash to the curb. Deema stated she will never forget his thoughtfulness and kindness. Fisher stated Deema also brought in food and drinks to the department as a token of her appreciation.

**AMENDMENT/NAME CORRECTION – as indicated by Chief Fisher at the April 28, 2021 Board of Safety Meeting: Upon review after the March 24, 2021 meeting, it was determined that the officer was not Miller, but rather Meyer.*

- d. **Thank You Letter:** Chief Fisher read a letter from Pat and Daryl Miller, stating the Monday before Christmas, Fisher signaled her to the side of 9-mile stretch in Crown Point where he expressed concern that she did not have tail lights on her new car. Fisher explained he pulled her over as it was dark and she had no headlights or taillights on her car. She noted his concern for her safety and expressed her thanks. She stated the rest of the story continued as she returning home and she told her husband what happened, noting she was stopped by the Chief of Police from Cedar Lake. Fisher continued to read the letter, noting how this pays the item forward, as her husband is the chairperson of the Crown Point Community Foundation. She said in her letter before she walked in the door, her husband had just received confirmation from the Foundation that the grant distributions had been finalized and the Cedar Lake Police and Fire Department along with Fisher's name were associated with the recipients. She indicated it is a small world and acknowledged the grant being well-received and her congratulations on the award.
- e. **Thank You:** Chief Fisher indicated the Police and Fire Department received thank you and a canvas photo collage from the family of the "snow baby." Fisher indicated Officer Corbin was tending to another child while they were delivering the baby. The family came in to speak with Corbin and dropped off the collage as a token of appreciation. He read the writing "to the heroes that came to our rescue during the Indiana snow storm in the early morning hours of February 16, 2021, we are forever grateful for the hard work you did and do every day. With Love – Blizzard Baby Aubrey Rae and the Kerr Family."

2. **Fire Department:** Chief Wilkening indicated his notations were similar and he would bring in items for next month's meeting.

STAFFING:

1. **Police Department – Huppenthal promotion from Officer to Corporal:** Chief Fisher reminded the Commission that promotions occurred in August and it was previously decided that if individuals promoted did not work out, they would move forward with backup selections. Fisher requested approval to promote Jake Huppenthal to the position of Corporal.

A motion was made by Joshua Govert, seconded by Norman Stick, to approve the promotion of Jake Huppenthal from Officer to Corporal.

Govert	Olthoff	Stick	Villalobos	Kaper	Vote
Yes	No	Yes	Yes	Yes	5-0

Fisher informed Huppenthal they would announce his promotion at the April 6 Town Council meeting, requesting him to be present. Kaper requested Huppenthal to meet with Stick after the meeting and told him congratulations.

2. **Fire Department:** Chief Wilkening had nothing new to report other than the need for more staffing.

FINANCE:

1. Purchase Orders - February 2020:

- a. **Police Department:** Chief Fisher reviewed purchase orders for the month noting plaque for retiree, Nagy's Automotive for coil replacement of Unit 48, annual dues for District 1 and Lexipol, ammo purchase, rifle instructor school for Unit 31 & 123 and vest carrier for new recruit Unit 53.
- b. **Fire Department:** Chief Wilkening stated the purchase orders were for replacement chairs for the crews, 2 sets of bunker gear (coats and pants), motor of compressor that keeps air in the trucks, repair to ambulance 1261 for air ride system and speaker replacement on Squad 1252 for a total of \$12,698.10 for February. Wilkening stated Chief Mager and Chief Scoleri will be traveling to Missouri April 6 & 7 for inspection at the halfway completion point. They will drive, have overnight accommodation, inspect the unit then return for final inspection upon completion. Wilkening confirmed for Kaper that the company will deliver the unit after final inspection is completed. Wilkening stated Township Trustee Toth has received approximately six bids for a 3000-gallon commercial tanker to be used in the township. He stated they asked that stock demo units be included in that bid. If available and awarded, the truck would be available sooner. If not, build time is approximately 8-9 months. Wilkening stated the squad that was ordered with the assistance of grants Officer Machalk was able to attain is currently on backorder due to the color selection. Fisher stated the white vehicle lead time was 12 weeks and 16 weeks for red and they were awaiting approval from the Clerk Treasurer's office. Wilkening clarified for Kaper the discrepancy in the total amount of chairs, noting that the original purchase was for 4 chairs but the wrong ones were sent. When the correction was made, they ended up getting 5 chairs for the cost of 4. Wilkening stated they would need to replace the thermo imaging camera, noting it is included in the equipment line-item of their 2021 budget. They are obtaining quotes at approximately \$4000 per camera. He noted they currently have two cameras, but the

one is bad. This new camera would replace the bad one. He noted that this imaging camera is a larger cost item coming up along with the bunker gear replacement plan.

2. **Grant Updates:** Chief Fisher indicated Officer Machalk was able to attain a grant from the Crown Point Community Foundation in the amount of \$3998.00, which will be used for stop sticks to be available in all of the vehicles. He stated they have been ordered and should be in next week. Once received, a training set that was available with the purchase, will be shown to the Board. Chief Wilkening indicated they had received their rescue tool through the assistance of a grant, previously distributed photos to the members and was able to put it into service.

OLD BUSINESS:

1. **Lexipol Policies Update & Police Department Approvals:** Chief Fisher requested the Board's approval for the 30 policies (including: 100, 100P, 101, 102, 103, 200, 201, 201P, 202, 203, 206, 207, 208, 300, 300 (1), 301, 301P, 302, 303, 304, 305, 306, 320, 342, 403, 605, 1006P, 1009, 1030 and 1032) they received to review so that they can be implemented. Fisher confirmed for Villalobos that once approved and implemented, those policies would be effective immediately. He stated officers will receive email notification from Lexipol that they have been effective and the officers will accept them when they read them. Fisher confirmed for Villalobos that the previous policies will be rescinded once the book is completed. Fisher confirmed to Kaper that once the officer reads the policy, it is considered accepted and liable to follow them.

A motion was made by Norman Stick, seconded by James Olthoff, to approve the policies.

Govert	Olthoff	Stick	Villalobos	Kaper	Vote
Yes	No	Yes	Yes	Yes	5-0

2. Equipment Updates

- a. **Police Department:** Chief Fisher stated he is awaiting approval from the Clerk Treasurer on the purchase of the four vehicles including 3 Durangos and a truck, as well as 2 additional vehicles – 1 Ford Explorer Hybrid for the Fire Department, attained through a grant, as well as Ford Escape to be utilized by Code Enforcement, attained by a \$50,000 grant Officer Machalk attained last year. Fisher stated he was able to work with the Town on the financing and able to obtain the two vehicles for \$18,000. Fisher explained to Kaper that the white truck was decommissioned and give to the Town Hall for the new Building Inspector. He stated Sergeant Moake's truck, which has over 100,000 miles on it, will go to IT to be able to go to Public Works and Fire Department from Town Hall/Police Department and the other vehicles that will be cycled out will go to the new rookies including the two being hired this summer.
- b. **Fire Department:** Chief Wilkening indicated he had noted previously his only updates, as indicated above.

3. Training Updates:

- a. **Police Department:** Chief Fisher stated the monthly total of hours was 122 hours, noting most of them were online and standardized.
- b. **Fire Department:** Chief Wilkening indicated paramedics were completing their recertifications. Wilkening explained the Stryker Power Load training to members, noting how helpful the device has been for the staff in providing assistance for loading patients from the cot into the ambulance and allowing for less back injury for staff. The newest unit 1261 has the device and the new ambulance being constructed will also have one. The oldest ambulance does not have one. He noted the cots used are bariatric cots to allow for larger patients. Wilkening indicated some of their volunteers and crew have not been certified yet to the Fire Officer I Certification Training. Mager

confirmed they just finished their training so that all are prepared. Wilkening stated the Indiana State Fire Marshall's office is starting Chiefs School to provide executive level training for fire chiefs, similar to that of the Police Chief's School, which all of the chiefs will be planning on attending. Wilkening confirmed for Kaper that they train every Monday for volunteers, marine unit trains on Saturdays and career firefighters and EMS have training daily. Wilkening confirmed for Kaper that board members were welcome to come down to observe the training.

NEW BUSINESS:

1. Police Department

- a. **Monthly Activity Report:** Chief Fisher reported a total of 761 calls for service in the last month and a total of 1602 for the year. He reported 119 state violations; 194 warnings; 28 arrests; 62 charges of which 36 were misdemeanors and 13 felonies and 13 non-classified/warrant, for a total of 107 charges last month.
- b. **Other:** Nothing new noted to report.

2. Fire Department

- a. **Monthly Activity Report:** Chief Wilkening reported 145 calls for the month and a total for the year of 288, noting the break down of the types of calls and it included township and Town calls. He stated it runs about 80% in the Town and 20% in township, but starting to see more calls in the township due to the growth in the community. Wilkening clarified for Kaper that "sick person" is a general category that the dispatcher codes when the call comes in including a person who may feel ill, nauseous, or generally sick without specifics.
- b. **Other:** Nothing new noted to report.

VIPS REPORT: Chief Fisher indicated Lt. Layer was unable to attend the meeting tonight and would provide updates at next month's meeting.

PUBLIC COMMENT:

Robert H Carnahan, Cedar Lake Town Council (12850 Fairbanks St) asked for clarification from Chief Fisher regarding the vehicle going to the Building Inspector, stating it was his understanding that the position was Building Inspector/Code Enforcer. Fisher indicated Town Manager Eberly was working on it. Fisher stated last year the Code Enforcement Officer was moved over to the Town Manager side, then Town Council combined Code Enforcement as well as the Building Inspector's position into one. Fisher indicated they are working to try to retain the Code Enforcement part-time position due to the number of citations issued last year and they are just now going to court on them due to COVID delays. Fisher indicated they are working together to present something to the Council and currently deferred any inquiry to Eberly at this time. Carnahan confirmed through Wilkening that Franciscan St. Anthony's will eventually be closing with a projected three-year build out and it will take three more minutes to get to their new facility.

Mary Joan Dickson (8711 W 132nd Pl) indicated she comes from three generations of firefighters and stated they are special people willing to give their lives to protect and serve us and will step outside of that boundary and assist in other ways. On February 20, as previously stated, Mr. Rohr was able to attend his wife's funeral, which provided him with closure in such as that as death. She expressed her gratitude for all they did to get him to Holy Name so that he could say goodbye to his wife. She indicated it was not only appreciated by those who have been caring for Rohr, but also by greatly appreciated him. Dickson stated she had heard there was an Executive Session after the meeting, but

she did not see it posted anywhere. Kaper indicated the Board of Safety was having an Executive Session after this Public Meeting followed by a Town Council and Board of Safety Joint Executive Session. Kaper confirmed for Dickson it was a special meeting, not all of the time.

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

ADJOURNMENT: A motion was made by David Villalobos, seconded by Joshua Govert, to adjourn the meeting at 6:41 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