



Town of Cedar Lake
Board of Safety Public Meeting Amended Minutes
Wednesday, April 28, 2021 at 6:00 PM

CALL TO ORDER: Kaper called the meeting to order at 6:05.

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

It was also noted for the record that Town Attorney David Austgen was present for legal counsel.

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

APPROVAL OF MINUTES: Wednesday, March 24, 2021 – Notation: Request of Amendment of Minutes to reflect name correction from Corporal Miller to Officer Meyer related to correspondence from the Deemas.

A motion was made by Norman Stick, seconded by David Villalobos, to approve the meeting minutes of March 24, 2021.

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

COMMUNICATIONS:

- 1. Police Department:** Chief Fisher reviewed the Law Enforcement Partners (LEP) fundraiser, noting the 2022/2023 calendar project, where LEP does the solicitation of local businesses to provide advertising to generate funds. LEP provides \$450 initially to the department for a use of choice, which the DARE program was the recommended beneficiary of the funds. The agreement is for two years, where they do the solicitation of advertising to generate funds. LEP provides the Department and those businesses who advertise with wall calendars or magnetic calendars. The calendar contains the Department photo and advertising of local businesses. If we provide our own photographer, the photographer would receive a free advertisement spot on the calendar. Photos would need to be submitted by November. LEP also provides the Department with 150 free coloring books, where we select what topics to feature, personalizes it to the Department and personalizing the inside cover information. Additional books could be purchased at 95 cents each. Fisher noted Moore reached out to two Indiana departments in Elkhart and Newburg that currently utilize the program and they both felt it was a fantastic program. Advertising ranges in price from \$65 to \$895 depending on size. Wilkening asked Fisher if businesses would be notified that the company is legitimate. Fisher stated LEP would notify us when their campaign would begin so that we could notify the public through social media of their solicitation for a two week time frame.

A motion was made by Norman Stick, seconded by Joshua Govert, to amend the agenda to approve the calendar initiative with Law Enforcement Partners.

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

A motion was made by Joshua Govert, seconded by David Villalobos, to approve the calendar program with Law Enforcement Partners.

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

2. **Fire Department:** Chief Wilkening stated they are planning to participate again in June in an annual county-wide fundraiser they participate that benefits the Indiana Hoosier Burn Camp, where children were burned in fires. Wilkening stated the Department has participated in this event for the last 25 years. He indicated they had done boot drives on the corner in the past to solicit funds. This year, one of the firefighters made nice boxes to be placed inside of local businesses to collect the funds. He noted the Department does not see the money, but rather, it goes directly to the Hoosier Burn Camp. He clarified that the event is done through the Cedar Lake Firefighters Association, not the Cedar Lake Fire Department. Wilkening invited members to attend the event if they would like to join them.

A motion was made by David Villalobos, seconded by James Olthoff, to amend the agenda to allow for the proceeding with allowing the Cedar Lake Firefighters Association to place boxes in businesses for the Burn Camp fundraiser.

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

A motion was made by Norman Stick, seconded by Joshua Govert, to approve the Cedar Lake Firefighters Association placing boxes in businesses for the Burn Camp fundraiser.

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

STAFFING:

1. **Police Department:** Chief Fisher indicated the newest recruit Officer Dills started today in field training. Officer Kamstra was released to patrol on his own. Fisher stated contact has been made with the two on the list, both are still interested and the goal is to start the process by the end of the month so that at the retirement of Lieutenant Forsell, the department can proceed forward, anticipating this item to be on the Board's agenda in June. Fisher confirmed for Villalobos the positions were previously approved, noting one is a replacement and one is a new.
2. **Fire Department:** Chief Wilkening indicated three part time staff are going through process, noting all three are firefighter/EMTs elsewhere. He noted one volunteer, currently leading his class in the academy, is about ready to finish. He stated they have not had a pool of part time employees due to salary issues, but noted progress being made in that salaries have increased in the last couple years to help retain staff.

After completion of the Fire Department report, Chief Fisher introduced Officer Alexis Dills and her Field Training Officer Pennington to the Board. Dills thanked the Board for their support and stated that the Academy was a little hard in the beginning, but she would do it all over again, noting towards the end, the group became one big family and friends. Members congratulated her and wished her well. Fisher explained she would be in the field training program consisting of 12 weeks, ending possibly in July, where the first phase is her observation only, second phase integration and third phase where she is doing the with oversight before she is released on her own.

FINANCE:

1. **Purchase Orders - March 2020:** Chief Fisher noted uniformity in the view of the Police and Fire Department Purchase Order reports for March. Both Fisher and Wilkening reviewed purchase orders for the month. Fisher clarified for Villalobos that "Clerk Approval" notation on the purchase orders meant that everything goes through the Clerk Treasurer for final approval. Wilkening added that the Clerk Treasurer ensures funding is available for the purchase. Fisher reviewed yearly fees, schooling and certification. He explained the new, 3-day drone course was held in Dyer to certify two officers through the FAA by Forensic Mapping Solutions. He stated, in the event of serious or fatal crashes and/or personal injuries, footage can be sent to Purdue where they compile a free 3-D rendering. He indicated working on attaining a grant to purchase a good drone for those purposes with the potential of payload to drop a life vest to someone in the lake. Wilkening added the Fire Department currently has a drone with thermal imagining and night vision but no lifting capabilities. He added Lake County Fire Chief's Association has two drones, one of which has a lifting capability of 125 pounds and the other is a smaller device with smaller lift capability.
2. **Grant Updates:** Chief Fisher indicated the grant had been received for stop sticks. Patrol Commander Kilgore showed members the sticks and provided a demonstration upon completion of the meeting. Fisher stated they now have enough stop sticks to be placed in each vehicle to deploy for tire deflation to slow vehicles in pursuits. Fisher clarified for Villalobos that the \$4000 was completely covered and reimbursed through grants. He stated the department was still looking into grant funding for body cameras as it was a large expense and awaiting word on possibility of potential state funding. Fisher clarified for Villalobos that the Governor for the State of Indiana has not mandated body camera usage yet, but indicated the Governor has expressed his desire for mandating.

OLD BUSINESS:

1. **Lexipol Policies Update:**
 - a. **Police Department:** Chief Fisher requested the Board's approval for the policies he read by number only including those emailed 03/25/21: 201, 303P, 307, 308, 309, 311, 313, 314, 315, 316, 317, 318, 333, 334, 335, 338, 401; those emailed 04/01/21: 1004, 1006, 1013, 1017, 1019, 1022 (noting 1007 being rescinded for corrections and was not to be included for approval tonight); those emailed 04/07/21: 319, 323, 331, 332, 344, 600, 601P, 602, 1010P, 1020; and those emailed 04/20/21: 326, 327, 400, 402, 418, 419, 424, 430, 432, 601, 603, 604, 800, 802. Kaper identified topics for those corresponding policies. Fisher informed Villalobos that the policy he addressed previously had been corrected. He also explained to the Board that Lexipol notified the department that policy numbers would change from the number previously sent. He clarified the verbiage would not change. He indicated when policies they had available are not utilized, they are then moved up in order, thus causing the number to change

from what was previously sent and the corrections would be edited. It was to be noted for the record that a list of these policies, titles and numbers, along with any number changes, which was provided to the Board in their packets, would be appended to these minutes for proper notation. Kaper indicated that once approved, those policies would go into effect immediately.

A motion was made by Norman Stick, seconded by David Villalobos, to approve the policies indicated.

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

- b. Fire Department:** Chief Wilkening stated the Board members were sent 50-60 policies for their review today. He noted that the Fire Department was starting from scratch with their policy development. Wilkening clarified for Stick that the policies the Fire Department had were older and many outdated and Lexipol advised it would be better to update them all.

2. Equipment Updates

- a. Police Department:** Chief Fisher stated the Durangos and truck have been ordered with an anticipated arrival the end of June to be delivered to PDS for outfitting and striping. He anticipated the end of August having them available to the Department for use. The order was placed through Ford for the two hybrid vehicles funded through South Shores Clean Cities \$50,000 grant, noting the timeframe is approximately 14 weeks due to backlog and an additional 6 weeks for the fire truck due to paint codes.
- b. Fire Department:** Chief Wilkening reported the extrication rescue tool was received and is in service. Two of his staff went to the plant for ambulance inspection, noting production is on schedule. The new tanker is on order through the Township and has a deliver date of early March. He indicated they were unable to attain any demo units as they were gone by the time the process completed with the company. Wilkening confirmed to Olthoff the unknowns were clarified by the Trustee directly with the manufacturer. Wilkening reporting three vehicles getting repairs completed including an engine and the Township truck.

3. Training Updates:

- a. Police Department:** Chief Fisher reported training reports for the month of March including de-escalation and minimizing use of force, intoximeter recertification, active shooter response, firearms at the range, corner/rabbit/high port CQB (close quarter battle) and entire department training for Federal Civil Rights Compliance.
- b. Fire Department:** Chief Wilkening reported training for the month of March noting a total of 125 trainings with a total of 286 attendee hours attended.

NEW BUSINESS:

1. Police Department

- a. Monthly Activity Report:** Chief Fisher reported a total of 1012 calls for service in the last month and a total of 2614 for the year. He reported 174 state violations; 540 year-to-date tickets; 356 warnings; 27 arrests; 53 charges of which 27 were misdemeanors and 14 felonies and 12 warrants, for a total of 88 arrests and 152 charges for the year. Fisher confirmed for Villalobos that the increase in calls for service pulls directly from Spillman, noting the possibility of nicer weather causing more people to be out and 500

of those calls being related to traffic. Fisher confirmed to Kaper that there have been no traffic accidents in the roundabout.

b. **Other:** Nothing noted to report.

2. Fire Department

a. **Monthly Activity Report:** Chief Wilkening reviewed the monthly all report noting 126 calls for the month and a total for the year of 414. He stated they are on course for another record number of calls.

b. **Building Renovation:** Wilkening had provided a copy of the renovations to the Board and noted if they had questions or wanted to walk through the station to see what was going to change, to stop by the station for a tour. He stated sleeping quarters will be renovated first then move downstairs. Wilkening confirmed for Villalobos the estimated time is 65-70 days but they are having some difficulty with obtaining building supplies and cost increases, noting they were lucky to lock prices in early.

c. **Other:** Nothing noted to report.

VIPS REPORT: Chief Fisher indicated Lt. Layer was unable to attend the meeting tonight in person but reviewed the reports submitted with the Board noting a total in the month hours in March as 105 and February as 87. He noted VIPS provided assistance on the fire call on Parrish, where the road was shut down for over 8 hours.

PUBLIC COMMENT:

Dean Wilkening (9705 W 134th Pl, Cedar Lake, IN) stated in December he lost his wife due to COVID. He thanked everyone for their support, texts, phone calls, coming to the funeral home and knowing there were people out there who cared. Kaper extended his condolences for his loss.

Douglas Ferguson (13330 Edison St, Cedar Lake, IN) stated he provided a letter and wanted to make sure the Board received it. Kaper indicated they received the letter today and noted it at their Executive Session, however due to the length of the letter and time constraint of the meeting prior to the Public Meeting, they were unable to read its entire contents. Ferguson told Wilkening Jimmy Schultz has tried contacting him again and wanted to know what his status was. Wilkening asked Ferguson if Schultz called him. Ferguson stated he contacted him through social media. Wilkening asked Ferguson if the contact addressed him as Jimmy Schultz; Ferguson replied it did not say Jimmy Schultz. Ferguson stated Wilkening was to keep him updated on the status and alleged that Wilkening did not comply. Wilkening stated that he had a conversation with Ferguson, noting it was being investigated by an independent organization and that is all he knew. Wilkening reported Schultz had been back to work for a couple of weeks. Wilkening told Ferguson that he needed proof that the person contacting him on social media was indeed Schultz. Ferguson indicated he did not get paid to do investigating. Ferguson expressed his frustration with Deputy Chief Brittingham and Legal Counsel Austgen not responding to his messages. Ferguson complained to Kaper that Brittingham was not responding to him regarding several cases he was investigating involving himself. Ferguson confirmed for Kaper that those concerns are addressed in his letter presented to the Board. Ferguson asked when he would be hearing from Kaper. Kaper reiterated they met at 5:30 for Executive Session, opened the letter then and started the Public Meeting at 6 pm. He indicated that none of them have had a chance to thoroughly read the letter, as it was just presented to them. He stated they will read the letter and a response will come from them or the attorney.

Kaper called for additional Public Comment three times. When no others were received, Kaper called the Public Comment portion of the meeting closed.

Kaper noted the next meeting as Wednesday, May 26, 2021 at 6:00 pm.

ADJOURNMENT: A motion was made by David Villalobos, seconded by Joshua Govert, to adjourn the meeting at 6:48 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