



Town of Cedar Lake Board of Safety Public Meeting Minutes Wednesday, February 23, 2022 at 6:00 PM

CALL TO ORDER: Kaper called the meeting to order at 6:00 pm and asked for a moment of silence for Indiana State Police Sergeant Stephanie Thompson and her daughter Mya who had recently died in the family's house fire in Monticello, Indiana.

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

PRESENTATION FOR 50+ YEARS OF SERVICE RECOGNITION TO DENNIS WILKENING: Kaper stated "Andrew Carnegie said, 'Teamwork is the ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives. It is the fuel that allows common people to attain uncommon results.'" Kaper stated the Board thanked Dennis Wilkening to his 50+ years of service. Members presented Wilkening, in the presence of many police and fire department staff, a plaque. Wilkening thanked the commission, firefighters, paramedics and officers for coming tonight. He said it has been a pleasure working for the community and the township that he was grateful for the opportunity to meet people. He thanked the agencies for their continued support. He said that family was very important to him, recognizing both of his sons who were present – CLFD Chief Todd Wilkening and CLFD Asst Chief Dean Wilkening with his fiancé Dana. He reminisced while he gave special praise to his late wife who always supported the department in various ways. He thanked the Commission, Council and noted he hoped he could hang around a little longer.

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

APPROVAL OF MINUTES for Wednesday, January 26, 2022: A motion was made by Norm Stick, seconded by David Villalobos, to approve the meeting minutes. Roll call vote: Govert – Yes, Olthoff – Yes, Villalobos – Yes, Stick – Yes, Kaper – Yes. Vote: 5-0.

VIPS REPORT

1. **January 2022 Report:** Lieutenant Layer reviewed the January 2022 report noting all members made their required hours. VIPS had a total of 4 details, of which 3 included wakes. Layer announced the two new members began training. The Board gave appreciation to Layer for the members work.

POLICE DEPARTMENT: OLD & NEW BUSINESS

1. **Communications:** Chief Fisher reported none at this time.
2. **Finances – Purchase Orders, Expenditure Reports & Grants:** Chief Fisher stated in the packet were the purchase orders for the month along with the expenditure reports from the Clerk Treasurer. Fisher explained that the grant in their packet was a reimbursement grant that had

been applied for to help offset lost revenue from firearm permits no longer having a fee association. The grant was awarded in the amount of \$17,850, which will go into the LEEF (Law Enforcement Education Fund), which is the same location where the permit fees went to. Fisher confirmed to Villalobos that future funding is uncertain but anticipated it being lost revenue due to state legislature making gun permits free.

3. **Staffing:** Chief Fisher reported Corporal Miller is expected to be released by doctors to return back to duty on Tuesday. Officer Corbin is scheduled for surgery on Thursday and will be off and return to light-duty work on station. Officer Tomko is on shadow phase this week, is doing well, and expected to be released to be on his own by the end of the week. Officer Sterk has received a training extension for additional training before he can be released.
4. **Training Report:** Chief Fisher reviewed the reported trainings for the month including Use of Force for the department, intoximeter, crime reporting, School Resource Officer Training, SWAT training and firearms training. Fisher stated he went through CIT trainers training and his having Social Worker Intern Blanford and Officer Matson coordinating the local program for Crisis Intervention. The plan is to help mental health issues and placement into treatment areas.
5. **Equipment – Update, New Vehicle Purchase Update, Vehicle Repair Report:** Chief Fisher reviewed the report containing the vehicle repairs for the month including tire repairs and replacement and spark plugs. Fisher reported research had been completed regarding the boards request to look into wrapping the black new vehicles. After speaking with individuals about this process, it was recommended not to wrap them due to our weather fluctuations – extreme heat and cold makes it crack and you cannot brush the snow/ice off it. The cheapest quote for painting was \$5,000-6,000. If the paint were done as if the vehicle were new, the cost jumped to \$10,000-12,000, noting the cost of the new cars were only \$7,000 less than what would be paid new. Fisher asked that the Board still consider the purchase of the new black vehicles but proposed ghost graphics, showing them an example. He explained the graphics are fully marked and highly visible, reflective material, and lightbars, noting they would be saving nearly \$30,000 by purchasing these vehicles and they will be shipped out in March. He also indicated the graphics would be on 3 of the 4 cars, indicating the 4th car would be utilized as an unmarked vehicle.

A motion was made to amend the agenda by Norm Stick, seconded by Jim Olthoff, to send discuss sending Favorable Recommendation to the Town Council for the purchase of four black Dodge Charger vehicles. Roll call vote: Govert – Yes, Olthoff – Yes, Villalobos – Yes, Stick – Yes, Kaper – Yes. Vote: 5-0.

A motion was made by David Villalobos, seconded by Jim Olthoff, to send Favorable Recommendation to the Town Council for the purchase of four black Dodge Charger vehicles and ghost graphics to be on 3 of the 4, with the 4th one remaining as an unmarked car. Roll call vote: Govert – Yes, Olthoff – Yes, Villalobos – Yes, Stick – Yes, Kaper – Yes. Vote: 5-0.

6. **Monthly Activity Report – CLPD Monthly Report Jan 2022 & Code Enforcement 2021 & Jan 2022:** Chief Fisher reviewed the monthly activity report noting an average of 34-35 calls per day with a total 1041 calls for the month, 138 traffic citations, 265 state warnings, 31 arrests and a total of 51 charges. Fisher stated that per the Board's request, a report was prepared and included in the packet to show the code enforcement warnings and citations issued. There are two reports which include all of 2021 and January only 2022, noting the Code Enforcement position did not start until the second week in January. Moore confirmed for Kaper there were 299 total citations and 317 total warnings.
7. **Lexipol Recommended Policy Update - #1110 Personnel Complaints (deferred from 1/26/22):** Chief Fisher explained this policy had already been adopted by the Board, but it was a Lexipol

recommended update to reflect the addition of probationary staff verbiage. He stated this item had been deferred at last month's meeting to allow more time for legal review. Kaper asked if the Town Attorney, who was not present, had provided an update on his requested legal review. Chief Fisher had confirmed he had not heard from Austgen regarding an update. Kaper noted the Board would defer the item to the next meeting.

8. **Other:** Chief Fisher stated the grant was received for the body cameras and he was working with Attorney Austgen who had drafted a letter to assist in attaining them. He stated the Attorney had a copy of the contract from Watch Guard and the Town is aware of the amount of funding and payment process required, noting there was a 20 week wait once the process starts. He also clarified to Kaper that the goal was to go after body and car cameras together as a package.

FIRE DEPARTMENT: OLD & NEW BUSINESS

1. **Communications:** Chief Wilkening when through the audience individually acknowledging each of his staff present and what they did within the department. He acknowledged his appreciation for all they do and expressed how important everyone is behind the scenes as well as on the forefront. He also thanked the VIPS, Police Department and secretary Moore for their work.
2. **Finances – Purchase Orders, Expenditure Reports & Grants:** Chief Wilkening stated they had a total of \$90,095 in purchase orders with \$33,698 in expenditures.
3. **Staffing & Hiring List:** Chief Wilkening reported they have the application turned in for the SAFER grant, which Officer Machalk helped them write, with expectation to hear results in August or September. Wilkening stated that EMS Director Scoleri will be retiring at the end of the year and they will need to replace him. Wilkening stated they currently were fully staffed with no one out with COVID or illness.
4. **Training Report:** Chief Wilkening reported a total of 197 training hours for the month.
5. **Equipment:** Chief Wilkening indicated the brush truck is still waiting on parts, noting the engine and pump are being replaced. The new ambulance will be going in for dent repairs in right rear area from damage in March. The chaser vehicle that had been purchased through a grant has been having issues and needs repaired. Staff are going through training on the new tanker truck, noting it was a unique truck and needed caution when driving. Kaper advised sending a letter to thank the Township for the purchase. Wilkening explained he had a plaque for when the vehicle is dedicated. Wilkening stated rescue tools are on backorder. The hope is when the tanker is dedicated that the tools will be available for display. He has had a few members of the public wanting to see the truck and has invited them to the station to view it. They are in the process of drafting specs for a new truck, noting they were 80 pages into the process. Wilkening stated he spoke with St. John about doing the process together to spec sister trucks to meet their needs and bid out together.
6. **Monthly Activity Report:** Chief Wilkening reported a total of 156 calls for January, noting calls are still above average.
7. **Pension:** Chief Wilkening reported meeting with Council Affairs to discuss pension matters and the need to get it bumped up closer to other departments in area.
8. **Other:** Chief Wilkening reported the parking lot in the back of the fire station is sinking. He indicated mud is coming out when trucks drive over it. Stick inquired if it could be dug out and filled with gravel. Wilkening indicated he had Director of Operations Kubiak look at it and will get back to him with a plan.

OTHER

1. **New Building Update:** Chief Wilkening reported the commissioned group met to work on the concept for the new building and they will be meeting with architect firms next month to select a firm.

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

ADJOURNMENT: Motion made by Norm Stick, seconded by Josh Govert, to adjourn the meeting. All members voted in favor to adjourn the meeting. Kaper called the meeting adjourned at 6:51 pm.

Kaper stated the next meeting will be March 23 at 6 pm and the Board will be returning to Executive Session.

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