



Town of Cedar Lake Board of Safety Public Meeting Minutes Wednesday, May 25, 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 the victims, families, law enforcement and all involved with the school shooting at Robb Elementary in Uvalde, Texas.

PLEDGE OF ALLEGIANCE

ROLL CALL:

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

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

APPROVAL OF MINUTES for Wednesday, April 25, 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: Chief Fisher stated the packet contained the April VIPS and noted they held their Tag Day event held May 7.

POLICE DEPARTMENT: OLD & NEW BUSINESS

- 1. Communications:** Chief Fisher presented Indiana Conservation Officer Terri Millefogle a certificate for her work with the SWAT team that took place in March and acknowledged appreciation for her continued work in the community and on the lake. He read the letter he sent to Colonel Steve Hunter, Millefogle's supervisor, recognizing her contributions and read the letter Hunter returned to Fisher. Millefogle stated she has worked in Cedar Lake for 18 years and has always appreciated the help the Police Department has provided. Chief Fisher noted he had received a card thanking the department for their assistance with the Run for The Son event and provided the department with a Dunkin Donuts gift card. Fisher stated that he, Deputy Chief Mager and Chief Scoleri presented the Eagles with a plaque for their unwavering support to the Police and Fire Department. Villalobos stated they did not expect anything but appreciated the recognition.
- 2. Finances – Purchase Orders, Expenditure Reports & Grants:** Chief Fisher clarified for Kaper that the winterization charges from Pinecrest were for preparing the boat for winter storage. He stated the new motor is awaiting parts. He reviewed the purchase order and expenditure reports with the Board noting they are on budget at 32.8%, which is designated for 33%. He stated final approval was attained on the Byrnes Grant.
- 3. Staffing:** Chief Fisher reported Emergency Hire Applications were being taken through June 10, with none received yet. Part time Records Clerks Candace Janowiak and Kimberly Gootie are

doing well. Fisher announced department inspections will take place on Wednesday, June 8 at 8 am followed immediately by a department meeting.

4. **Training Report:** Chief Fisher reviewed the reported trainings for the month indicating the report was missing a few items due to the person who tracks this being out of the office.
5. **Equipment – Update, New Vehicle Purchase Update, Vehicle Repair Report:** Chief Fisher reviewed the Vehicle Repair Report including #38 siren replacement, winterization on the boat, #36 & #38 tire repair at TJT, #548 transmission additive, new switch box on #29, dead cylinder/starter/injector on #48, and black charger wiring issue on air conditioning. Villalobos inquired on if repairs were bid out. Fisher indicated vehicles go to the Town Garage for repairs and if they cannot be done there, they are taking to Nagy's because they are not only local, but he provides prompt service at a discount. Fisher clarified for Villalobos that Nagy's and TJT Tire are both vendors of the Town and any warranty work is taken to the dealership. Fisher updated the Board on the new vehicles stating that the cages and radars were on back order. He explained to Stick that technically the cars could be put into service but the problem lies with them tearing apart the vehicle to put the cage in and mount it to the pillar and floor. He stated if it was put in service, then they would have to pay for them to take everything out to put the cage in and then everything back in. Fisher confirmed to Kaper that the old cages in the other vehicles would not fit in the new vehicles. Fisher stated all of the new PhaZZers have arrived and Corporal Miller, who is also the Defensive Tactics Instructor, completed yesterday his training to become a certified instructor. He will conduct classes with the officers on the new PhaZZers and obtain the old tasers to turn in for trade in value. Fisher stated they are starting to receive items for the Body & Car cameras. Currently, they are receiving some of the chargers and hopefully the body cameras will be arriving soon. He indicated the car cameras are having some issues with stock and availability possibly not until next year. He stated the supplier offered the upgraded cameras and he is looking into if there is an additional cost involved. Fisher explained to Villalobos that the operations of the PhaZZer is almost identical to that of the taser, but they do look different. Patrol Commander Kidd, who was present in the audience, offered to show the Board the PhaZZers after the meeting's completion.
6. **Monthly Activity Report – CLPD Monthly Report & Code Enforcement:** Chief Fisher reviewed the monthly activity and code enforcement reports, noting 33 average calls a day, 3859 calls for the year and almost 1000 calls for service in the month of April. Fisher stated 112 citations were issued in April, 252 warnings, 31 arrests, 52 charges including 39 misdemeanors, 10 felony and 3 warrants for a total of 123 arrests for the year and 220 charges for the year. Fisher reviewed the ordinance citation and warning report indicating 130 citations for the year and 170 warnings. Fisher stated the Code Enforcement Officer is working in assisting the Building Department with Zoning Violations and will look into obtaining training for her along direction on fee structure. Deputy Chief Brittingham clarified for Kaper that traffic parking referred to vehicles parked in a traffic lane. Chief Fisher explained to Villalobos that an "abandoned vehicle" consisted of any vehicle that is parked on a person's property that is not properly registered and/or not in running order. He explained if it has a flat tire, invalid plates, no motor, by title of the ordinance, it is considered abandoned. Fisher noted that officers are scheduled for Summerfest and fireworks on Friday 7/1 and Sunday 7/3.
7. **Lexipol Recommended Policy Update:** Fisher indicated the policies were still pending legal review. He indicated the Clerk Treasurer's Deputy Clerk Treasurer indicated the #1124 policy did not stipulate when officers received uniform allowance. He read the proposed update. A motion was made by David Villalobos, seconded by Jim Olthoff, to approve amending Lexipol Policy #1124. Roll call vote: Govert – Yes, Olthoff – Yes, Villalobos – Yes, Stick – Yes, Kaper – Yes. Vote: 5-0. Fisher confirmed for Kaper that officers would receive notification of the policy update.

8. **Other:** Chief Fisher stated discussion had taken place with regards to resigned patrolman Richard Sterk at last month's meeting, noting no vote had taken place at the last meeting with regards to action or recommendation to the Council. A motion was made by Norm Stick, seconded by David Villalobos, amend the agenda. Roll call vote: Govert – Yes, Olthoff – Yes, Villalobos – Yes, Stick – Yes, Kaper – Yes. Vote: 5-0. A motion was made by Norm Stick, seconded by Josh Govert, to send favorable recommendation to the Town Council to enforce the contract for Richard Sterk. Roll call vote: Govert – Yes, Olthoff – No, Villalobos – Yes, Stick – Yes, Kaper – Yes. Vote: 4-1. Kaper directed recording secretary Moore to prepare the letter that he could sign.

FIRE DEPARTMENT: OLD & NEW BUSINESS

1. **Communications:** Chief Wilkening reported Open House invitations will be sent at a later time as the date needs rescheduled due to it occurring at the same time as the lake dredging open house.
2. **Finances – Purchase Orders, Expenditure Reports & Grants:** Chief Wilkening reviewed the Purchase Order Report and Expenditure reports. Wilkening had the Board look at the \$800 repair to fix a portable radio. Chief Fisher stated the new Motorola radios were quite expensive and technology upgrades often. Fisher stated they do have updates and the biggest replacement is the batteries, which alone are \$300. Wilkening confirmed to Kaper that Chase was a payment for their Go To Meeting platform subscription. He reported no updates on the SAFER grant available at this time.
3. **Staffing:** Chief Wilkening reported a recent outbreak of COVID at the station effecting 6 employees including the Deputy Chief, noting all of them are back and doing well. He reported they are currently taking applications for part and full-time eligibility list due to their current list having people that took jobs elsewhere.
4. **Training Report:** Chief Wilkening reported annual water rescue training went well last week that included the entire county dive team for a solid week. Genesis Extrication Class is taking place tomorrow night at the Town Garage.
5. **Equipment:** Chief Wilkening indicated the tanker is still having some problems with codes. The new squad is in service and doing well. Wilkening confirmed to Stick that it was believed the cause of the problem was bad fuel. He noted the vehicle had to be returned to repair an air conditioning issue where only 2.5 pounds of freon found in what should have been 20. #1261 received new brakes. Chief's vehicle fender is getting painted. He noted he inquired about a new vehicle with the Clerk Treasurer but she indicated it was not in the budget. He asked that it be in the budget blended into the Police request for next year.
6. **Monthly Activity Report:** Chief Wilkening reported 155 calls for the month and a total of 603 for the year.
7. **Pension Update:** Chief Wilkening reported meetings have progressed with Council Affairs regarding updating the department's pension. The financial consultant is working on figures and updates will be available soon.

OTHER

1. **Legal Report from Town Attorney:** No report available due to Town Attorney Austgen absence.
2. **New Building Update:** Chief Wilkening reported meeting with the Building Committee today. The original plan that was laid out required some changes. The next meeting day is June 1 at the Fire Station and anticipating a final draft to be available forthcoming. Wilkening indicated the contractor has walked through the current fire station to determine what upgrades could be done so both stations could be maintained in the future. That proposal is being put together.
3. **Emergency Operations Plan:** Chief Fisher reported the collaborative efforts between the police, fire and town hall to revise and update the Emergency Operations Plan for the Town of Cedar

Lake. The next meeting was scheduled for June 6, but due to the ground breaking for the dredging, the meeting will be rescheduled. The meeting will consist of going through the first 50 pages of the Plan. Chief Wilkening stated Moore has been facilitating the project.

4. **Budget Work Session:** Members discussed a date for the Board of Safety Public Meeting – Budget Work Session. The meeting will be advertised for Friday, June 10 at 10:00 am at the Fire Station Training Room.

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

Kaper request that Town Chaplain Ken Puent, who was in the audience, approach the podium to speak some words regarding the tragedy in Texas. Puent noted that due to the quick action of law enforcement in that situation, more loss of life was prevented, yet indicating this is still tragic and senseless. Puent asked for our community to remember this community and said a prayer to close out the meeting.

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 6:50 pm.

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