



TOWN OF CEDAR LAKE BOARD OF SAFETY PUBLIC MEETING MINUTES
Wednesday, July 26, 2023 at 6:00 PM

CALL TO ORDER: 6:00 pm

PLEDGE OF ALLEGIANCE:

ROLL CALL:

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

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

APPROVAL OF MINUTES: for **Wednesday, June 28, 2023 Public Meeting:** A motion was made by Jim Olthoff, seconded by David Villalobos, to approve the meeting minutes. Roll call vote: Olthoff – Yes, Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 4-0.

VIPS REPORT: Lieutenant Tim Layer reported the June 2023 hours of everybody for the exception of VanDiver made their hours. He was excused due to work related time constraints. We had three calls and two details of bike run and the Canines for Heroes and one agency assist call. Summer Fest went well.

POLICE DEPARTMENT

Communications: Chief Fisher reported receiving an email from Mary Joan Dickson regarding the new Special Events Permit. The Board tabled it for now.

Finances: Purchase Orders, Expenditure Reports & Grants: Chief Fisher reviewed the purchase orders noting we bought items for the kids to hand out at Summer Fest. Chief Fisher clarified that Nagy sold his business and they are trying to stay with someone local and are using Verduin. Chief Fisher clarified the price of the utility dog kennel for outside. We received \$2,500 back so far in donations.

Staffing: Chief Fisher reported Officer Enyeart, a previous officer hired from Merrillville, completed FTO. Officer Stolarz passed the Physical Agility Test for the Academy.

Crossing Guards x 2 (David Burns & Amy Lang): Chief Fisher stated two part-time people were interviewed for the Macarthur location. It is the recommendation to hire both people. Hanover may be looking for a crossing guard in the new year, so we may have to expand our crossing guards.

A motion was made by Charlie Kaper and seconded by David Villalobos, to approve the hiring of David Burns and Amy Lang. Roll call vote: Olthoff – Yes, Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 4-0.

Training Report: Chief Fisher reported it was range week last week with the new shields. Each officer received four hours of fire arms training with the shield and other drills. We will give a formal thank you at the August 1st Council Meeting to the people who donated the shields.

Update on Lexipol Policy Training Reviews of Mobile Audio/Video and Body Worn Camera, Use of Force and Vehicle Pursuits: Chief Fisher reported this is complete and the Town Attorney has an Executive Summary of what was completed for all three policies. Mr. Villalobos recommended and Attorney Austgen agreed on and training was signed off on.

Equipment: Chief Fisher reported we invested in new lights in the rear of the brand-new cars that are currently getting outfitted. It is over budget and will find in my budget. Once those are completed, we will send the Durango's out one at a time and get the rear deck lights corrected and outfitted.

Monthly Activity Report: Chief Fisher reported 41 and ½ calls per day and 1,333 calls for the month for a total of 7,467 for the year. A total of 142 State violation traffic stops, 540 warnings, 41 arrests for 63 charges, 38 were misdemeanors and 21 felonies and 4 warrants for a total of 180 charges for the month and a total of 291 for the year. He reported 89 Town Ordinance warnings for the month and 350 for the year. A total of 43 citations and 308 for the year. Our traffic stop analysis is maintaining the 500-600 range with the exception of May. By next month, we will have more traffic stops than year before compared to all of last year. We are on a steady increase in criminal law incidents. Chief Fisher clarified what a law incident is and it is actual law that calls for some kind of criminal where we are taking some kind of action of doing some kind of report.

Lexipol Policy Updates: Child Abuse, Involuntary Detentions, SROs, Sexual Assault Investigations, Asset Forfeiture, Records Maintenance & Release, Temporary Custody of Juveniles: Chief Fisher reported meeting with the Policy Review Subcommittee for seven different policy updates: Child Abuse, Involuntary Detentions, Considerations and Responsibilities and Transfer to Appropriate Facility, School Resource Officer, Sexual Assaults, Asset Forfeitures, Records and Maintenance Release, Temporary of Custody of Juveniles. Chief Fisher read the policies by name and went through the details of the updates with the Board.

A motion was made by Charlie Kaper, seconded by David Villalobos, to approve flexible policy updates. Roll call vote: Olthoff – Yes, Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 4-0.

Geminus MOUs - Too Good for Drugs Program: Chief Fisher provided a status update.

Discussion was had about the stop sign at 133rd and Morse and the new lights for the crosswalk by Dairy Belle.

FIRE DEPARTMENT:

Communications: Chief Wilkening read a thank you note from Jennifer Slager regarding the help she received.

Finances: Purchase Orders, Expenditure Reports & Grants: Chief Wilkening reviewed the purchase orders and expenditure reports noting three purchase orders were processed. One was for batteries for

the trucks and an adapter for the wall charger for one of the cars and fire extinguishers for the apparatus. The SAFER grant we have not heard but they are still awarding grants.

Staffing (Volunteer/Part-Time/Full Time Updates): Chief Wilkening stated we had volunteers come in and the Board of Safety Committee interviewed a couple and part-time. We interviewed Anthony Van Auken and another volunteer named Mitch Bleck and asking for approval.

A motion was made by Jim Olthoff, seconded by Charlie Kaper, to bring on Anthony Van Auken as a volunteer and Mitch Bleck as a volunteer. Roll call vote: Olthoff – Yes, Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 4-0.

A motion was made by Charlie Kaper, seconded by David Villalobos, to amend the agenda for the purpose of adding two voting boxes, one for the approval of Bleck and for the Lexipol Policy Updates. Roll call vote: Olthoff – Yes, Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 4-0.

Training Report: Deputy Chief Mager reviewed the monthly report, noting 486 total training hours for June. We acquired a firefighter confidence trailer through the State of Indiana. There were 314 training hours logged in for that. We are evaluating doing this every year provided it is available.

Equipment: Chief Wilkening reported some basic equipment repairs were done and some works was done on engine 1213 and engine 1212. The ladder truck blew a seal on a hydraulic line on training on Monday and it was repaired right away.

Monthly Activity Report: Chief Wilkening reported 152 calls for the month and 926 calls at the end of June. Chief Wilkening pointed out at the Council meeting, 2 pm on Thursdays are our busiest day. We have 79% of calls are within the Town limits and 18% are unincorporated Hanover Township and 3% are mutual aid and 24% of the time we have overlapping calls.

Lexipol Policy Updates: Chief Wilkening reported we met with the Subcommittee and updated five policies. These were updating a few lines. The Recruitment Selection Process was an update on State Law. Personnel Protection Equipment was the same. PPE, Air Packs and Purchasing Requirements for personal protective equipment, which would be air packs, bumper gear and helmets. The Advance Health Directives, Policy 502 was an update on State Law. Pre-Hospital Patient Refusal forms have to be updated every year that is dictated by the State Health Department which Lexipol puts out the actual update on that. The Safely Surrender Law was updated by State Law and Chief Fisher. Chief Wilkening stated he put in for a grant with the State of Indiana for a baby box. Chief Wilkening clarified for Stick that a baby box is a unit that is built into a wall of a fire station and if you have a baby and want to get rid of it instead of disposing it, you can take the baby to the local fire station and there is a box and the box is heated or air conditioned depending on the time of year and when box is closed, it seals, open from the inside and sets off fire alarm over the dispatch center alerting there is a baby in the box. There are no cameras in the area and it is no questions asked.

A motion was made by David Villalobos, and seconded by Charlie Kaper, to approve Policy Numbers 317, 501, 502, 919 and 1000 Lexipol Policy Updates. Roll call vote: Olthoff – Yes, Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 4-0.

OTHER: Chief Wilkening reported we had a meeting with Finance of the Town and our Committee regarding the purchase of a new ambulance. We are putting together the specs and information together. We will meet with manufacturers to discuss options and timelines. The wait time is 36 months for a new

ambulance. We are in discussions for a fire engine and the wait time is 36-48 months out. Chief Wilkening received letters from Chief Mager in reference for accommodations for two firefighters; John Smith and Battalion Chief Chris Kraft for the outstanding work of organizing and setting up the Confidence Trailer Training and the numerous hours of planning and sacrifices they made to make sure everyone was trained. Chief Mager felt it was above and beyond. On behalf of Chief Mager and myself, we presented them with their Duty Crews and an Appreciation Certificate. Stick read the letter. Chief Wilkening stated this training was not a pass or fail and it was to see what your weaknesses and strengths are.

Legal Report from Town Attorney: Attorney Austgen reported there is a resolution drafted for MOU Update Reconstruction Team and ready and comments to a proposed MOU Reconstruction that Chief Fisher presented and will meet with him or others of that group and can review those matters before a recommendation on your actions here and Town Council. The Training Reimbursement Agreement will need to be discussed with Chief Wilkening. The Emergency Operations Plan is still being reviewed.

Town Council Liaison(s) Report: Mr. Recupito stated there is no report but had a question for Chief Fisher. There was a resident on Wheeler Street, north of 141st Avenue reach out to me and reached out to the Director of Operations regarding signage. They have a wheel-chair bound child and they asked if signage can go up in their vicinity. Chief Wilkening stated we have hearing impaired smoke detectors if there is a need for anyone needing one.

New Building Update: Chief Fisher reported having met with the team and everything is on schedule according to the builder and being in the building by July 4, 2024.

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

ADJOURNMENT: Stick requested the meeting adjourned, motion by Jim Olthoff and seconded by Charlie Kaper, calling the meeting adjourned at 6:53 pm.

NEXT MEETING: Wednesday, August 23, 2023 at 6:00 pm

TOWN OF CEDAR LAKE BOARD OF SAFETY

Norman Stick, Chairman

Lester Kaper, Vice-Chairman

James Olthoff, Member

David Villalobos, Member

Vacant, Member

Cheryl Hajduk, Recording Secretary