



TOWN OF CEDAR LAKE BOARD OF SAFETY PUBLIC MEETING MINUTES

Wednesday, February 28, 2024 at 6:00 PM

CALL TO ORDER: 6:00 pm

PLEDGE OF ALLEGIANCE:

ROLL CALL:

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

PUBLIC COMMENT: Stick called for Public Comment.

APPROVAL OF PUBLIC MEETING MINUTES: for Wednesday, January 24, 2024:

A motion was made by Lester Kaper, seconded by, David Villalobos to approve the Public Meeting Minutes for January 24, 2024.

Roll call vote: Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 3-0.

VIPS JANUARY 2024 REPORT: Sergeant Tim Layer reported everyone made their hours for the month with 22 details and 4 call outs. The details were Sergeant Yager doing guard duty for the school.

Sergeant Layer commented there was a resignation letter from Bill Horn for approval. Stick thanked him for his service.

A motion was made by David Villalobos, seconded by, Lester Kaper to approve the resignation letter from Bill Horn.

Roll call vote: Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 3-0.

Sergeant Layer commented there is an application for the approval of Ed Smith.

A motion was made by David Villalobos, seconded by, Lester Kaper for the approval of Ed Smith.

Roll call vote: Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 3-0.



POLICE DEPARTMENT

Communications: Chief Fisher stated Deputy Chief Brittingham received a thank you card from Ms. Sherry Norton for his act of kindness after her car flipped over on Reeder Road.

Finances: Purchase Orders, Expenditure Reports & Grants: Chief Fisher commented we had some vehicles getting worked on. We received a grant for replacing some gas masks and cartridges.

Villalobos asked how many miles are on the car before it gets retired. Chief Fisher commented 105,000 to 135,000 miles.

Staffing: Chief Fisher stated Officer Nick Enyeart put in his Letter of Resignation.

A motion was made by David Villalobos, seconded by, Lester Kaper to accept Officer Nick Enyeart's Resignation.

Roll call vote: Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 3-0.

Chief Fisher stated we had interviews and we would like to recommend Matthew Milan to the Town Council to replace Officer Nick Enyeart.

A motion was made by Lester Kaper, seconded by, David Villalobos to recommend Matthew Milan to the Town Council to start the PERF process.

Roll call vote: Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 3-0.

Training Report: Chief Fisher reported there was some active shooter refresher courses and firearms qualifications. Two officers attempted to take the Instructor Qualification test. It is a very strict course, and they did not qualify.

Equipment: Chief Fisher commented we have five different quotes for vehicles ranging from Dodge Durango's to Ford Explorer's. My recommendation is we go locally with James Auto.

A motion was made by David Villalobos, seconded by, Lester Kaper to accept the bid from James Auto for four vehicles in the amount of \$172,000 as a recommendation to the Town Council.

Roll call vote: Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 3-0.

Monthly Activity Report: Chief Fisher reported we had a total of 400 traffic stops for the month of January. There was a total of 400 warnings issued, and 120 citations, a total 540 law calls. There were 32 arrests for the month.



Other: Chief Fisher reported Unit 46 started the Too Good for Drugs Program at Red Cedars and this is going well. Over the next two months, the Employee Assistance Program we will be doing an entire department training on sensitivity and ethics.

Kaper asked when will the car inspection be. Chief Fisher responded Wednesday June 5, 2024 at 8:00 am.

FIRE DEPARTMENT:

Finances: Purchase Orders, Expenditure Reports & Grants: Chief Wilkening commented the dry suits are out of date and they get replaced every four years. Chief Wilkening commented Chief Mager is writing an Air Pack Grant for \$236,000 to replace 31 air packs because they are going to be obsolete. A hard copy of the draft will be forwarded to the Board for your review.

Villalobos asked what happens if we do not get the Grant. Chief Wilkening commented we will have to finance it.

Staffing (Part-Time/Full Time Hires): Chief Wilkening commented we have permission to hire two full-time people: Connor Reilly and Mark Whitlock. The Board of Safety decided they wanted a Certified Physical Fitness Program Certificate, which is known as a CPAT and is a National registered testing facility that tests new firefighters and we have the results for one and we are waiting for Mr. Whitlock's.

A motion was made by David Villalobos, seconded by, Lester Kaper to recommend to the Town Council to have Connor Reilly to begin the PERF process.

Roll call vote: Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 3-0.

A motion was made by David Villalobos, seconded by, Lester Kaper to recommend to the Town Council to have Mark Whitlock begin the PERF process contingent upon completion of CPAT.

Roll call vote: Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 3-0.

Chief Wilkening commented he would like the Board entertain a motion to approve Jena Reynhout, who is currently one of our POC's and Anthony Van Auken is a current paramedic for a part-time position with the Department.

A motion was made by David Villalobos, seconded by, Lester Kaper to make a favorable recommendation to the Town Council to have Jena Reynhout and Anthony Van Auken as part-time employees.

Roll call vote: Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 3-0.



Stick commented we are going to advertise for additional part-time hire approval with fire service or ambulance service. Chief Wilkening commented we recently lost some part-time people to full-time jobs, so our part-time staff has reduced and we would like to start the advertisement process for part-time paramedic/firefighters.

Villalobos asked how many people do you want to hire. Chief Wilkening stated four part-time people and this would be for firefighter and/or EMT and paramedic.

A motion was made by David Villalobos, seconded by, Lester Kaper to advertise for hire for part-time Firefighter EMT's and Firefighter Paramedic's.

Roll call vote: Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 3-0.

Training Report: Chief Wilkening reported there were 710 hours logged for the month for in-house and outside training. We did driver operator training. There was 374 hours of EMS Fire Officer Training and we had some of our Battalion Chiefs and our Captain in a Fire Officer Training Advanced Training Class.

Villalobos asked do we have the paperwork for the 710 hours logged. Chief Wilkening responded in the affirmative.

Equipment: Chief Wilkening stated he would like the Board of Safety for us to allow to purchase a new Chief's vehicle. There is enough money in the non-reverting fund this year.

Villalobos asked how many miles are on the current vehicle. Chief Wilkening commented 70,000 miles, but it is a 2011. We need to use this vehicle as a chaser vehicle, because we are getting rid of the Charger. When the other station opens, there will be another vehicle for Battalion Chiefs. Villalobos asked how many vehicles are there. Chief Wilkening commented we have a Suburban, and a plow truck.

A motion was made by Lester Kaper, seconded by, David Villalobos to defer this item until we can get more information.

Roll call vote: Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 3-0.

Monthly Activity: Chief Wilkening stated there were 119 EMS calls, 46 fire calls, 19 car crashes in the Town, and 14 in unincorporated and 13 mutual aid for January.

Lexipol Policy Updates: Stick commented the policy updates were deferred from last month and they were #801, 911, 1021, and 1022. We need to get the notification out to the Board members. Once we approve #1300, we will send it to the Attorney for his review.

Legal Report from Town Attorney: Mr. Austgen commented we are working on litigation matters.



Town Council Liaison(s) Report: none was had.

New Building Update: Chief Fisher reported they are moving along and the police side had its first coat of primer paint. The electrical issue has been resolved.

Other: Chief Wilkening commented we have two volunteers, Jordan Roy and Erik Buckley that are ready to come onto the department if we can get approval from the Board to conduct interviews.

Chief Wilkening commented if the Board could consider to allow our members increase their comp time from 240 hours to 480 comp time hours. This will allow them to bank more hours instead of being paid out in overtime. Also, to add a couple more holidays that the Town employees get which is Martin Luther King Day and Veteran's Day to help with retention of firefighters.

PUBLIC COMMENT:

Mr. Terry Broadhurst, 14513 Morse Street, commented on Lake Shore Drive by the Town Club there is a Nipsco pole with a street light out and there were a couple of teenagers walking on the bluff side and it was dark. What is the process if a light is out. Chief Fisher stated the residents can call Nipsco to report it.

ADJOURNMENT: 6:56 pm.

NEXT MEETING: Wednesday, March 27, 2024 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