



**TOWN OF CEDAR LAKE BOARD OF SAFETY PUBLIC MEETING MINUTES  
Wednesday, April 24, 2024 at 6:00 PM**

**CALL TO ORDER: 6:00 pm**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

Present	Barbara Littles, 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
		Absent	Robert Carnahan, Town Council Liaison
		Absent	David Austgen, Town Attorney

Chief Wilkening had a promotional ceremony for Jon Smith from Firefighter/Paramedic to Firefighter/Paramedic Captain of HB shift. Mr. Smith has been with the Town for five years and he also leads our dive team and is in charge of our marine unit. He is a leader and he was mentored by many of our department members. Chief Wilkening presented Captain Smith with his Captain’s badge and helmet.

Chief Wilkening presented Firefighter RJ Kralek with a plaque for 50 years of service with the Town of Cedar Lake.

**PUBLIC COMMENT:** Stick called for Public Comment.

Mr. Matt Sella, 9430 W. 133<sup>rd</sup> Avenue, commented there was a recommendation to the Town Council for a full-time employment offer and per the meeting to approve the advertisement, it was supposed to be out for 60-days and that hasn’t expired as of yet. Two meetings ago, a full-time hire and a part-time hire was approved for a 60-day advertisement. Stick commented it was for 30-days. Mr. Sella commented we should let the application process expire to see what applications come in, so a new list can be validated.

Stick commented Ms. Jena Reynhout would be the next person to be moved up. Mr. Sella commented she was not on the prior list.

Stick closed public comment.

**APPROVAL OF PUBLIC MEETING MINUTES:** for Wednesday, March 27, 2024 Public Meeting:

A motion was made by Lester Kaper, seconded by, David Villalobos to approve the Public Meeting Minutes for March 27, 2024.

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



**VIPS MARCH 2024 REPORT:** Chief Fisher reported 10 call outs for the month, 7 patrols, 19 training and 12 miscellaneous.

### **POLICE DEPARTMENT**

**Communications:** Chief Fisher commented they received a card from Illinois FOP Lodge #6 and it expressed the well wishes to one of the officers being bit by a canine.

**Finances:** Chief Fisher commented they received a donation from Kustom Signal, Talon Radar, State Farm and Dragobobs. We are also in the process of working on a grant from the Bureau of Justice for vest replacements.

**Staffing:** Chief Fisher reported Matthew Milan was accepted by PERF and he will officially start on May 6, 2024 and he is signed up for the academy.

**Training Report:** Chief Fisher reviewed the report noting SWAT, Officer Safety Procedures, Domestic Violence, Environmental Crimes Training, Interacting with Mentally Ill, Distracted Driver, K9 Training training for the month. We started Ethics Training for the Department and Active Shooter Training along with required Sexual Assault Training for Investigators.

**Equipment:** Chief Fisher reported the new vehicles are on order.

**Monthly Activity Report:** Chief Fisher reported 1099 total calls for service for the month, 601 traffic stops, 537 warnings, 189 citations, 548 law incidents, 27 arrests, with a total of 32 criminal charges. There were 29 ordinance tickets to code enforcement and 55 citations and 29 warnings.

**Other:** Chief Fisher stated he will be starting a new program next month and will be using overtime funds where officers will target specific areas of speeders.

### **FIRE DEPARTMENT:**

**Communications:** Chief Wilkening commented there was a presentation at the School Board Meeting for three young children that helped with a patient at one of the schools. The children received a Certificate of Heroics.

**Finances: Purchase Orders, Expenditure Reports & Grants:** Chief Wilkening reviewed the purchase orders and expenditure reports. Wilkening explained to Villalobos that 1263 is the older ambulance that they are having mechanical problems with.

Chief Mager commented the AFG Grant through FEMA is on track for air packs and we are in the pre-score phase at this time, but there are over 8,000 applications. We also submitted a Grant for training



mannequins. We put in for another Grant for anti-particulate hood to help filter out particulates in the hood when the firefighters are involved in putting out fires.

**Staffing (Part-Time/Full Time Hires):** Stick commented when Mr. Whitlock was offered the conditional offer of employment, it was based on him passing CPAT. Chief Wilkening stated Mr. Whitlock did not pass CPAT on two attempts and we will be rescinding his offer. We will be making a conditional offer to Ms. Jena Reynhout, but she still has to pass CPAT.

Chief Wilkening commented we hired Connor Riley and he went through the PERF process.

Villalobos commented he wanted to confirm the open application date that Mr. Sella brought to the Board's attention. If the time is not expired, it should be kept open. Chief Wilkening commented the Clerk Treasurer re-opened it and we re-advertised for part-time and for a hiring list. Applications are still accepted to get an interview for being put on a full-time hiring list and/or interviewed part-time position. Stick commented past protocols, we have brought people up from within and this is a policy we follow.

Villalobos commented we are going to make a recommendation before the application period is closed. Is this the intention. Stick commented we are following past practice and we are hiring from within.

A motion was made by Lester Kaper, seconded by, David Villalobos to withdraw the conditional full-time employment offer to Mark Whitlock based on not passing the CPAT.

Roll call vote: Littles – Yes, Villalobos – Yes, Kaper – Yes, Stick – Yes. Vote: 4-0.

A motion was made by Lester Kaper, seconded by, Barbara Littles for a recommendation to the Town Council for a conditional Full-Time employment offer to Jenna Reynhout subject to obtaining CPAT card and passing PERF process.

Roll call vote: Littles – Yes, Villalobos – No, Kaper – Yes, Stick – Yes. Vote: 3-1.

**Training Report:** Chief Mager reviewed the monthly report noting hours and types of training.

**Equipment:** Chief Wilkening reported the front-line engine was having repairs done. The other front-line engine was also having some repairs done. The ladder truck was tested and it passed.

**Monthly Activity:** Chief Wilkening reported 146 total runs for the month including duplicated incidents are going up. Total for the year at 498 calls.

**Lexipol Recommended Policy Updates:** Chief Wilkening commented we are working on some policies.



**New Building Update:** Chief Fisher reported drywall on the fire side should be finished and on the police side, the flooring is being finished. There is electricity. No solutions on the water yet.

**PUBLIC COMMENT:** None received.

**ADJOURNMENT:** Stick called the meeting adjourned at 6:48 pm.

**NEXT MEETING:** Wednesday, May 22, 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

---

Barbara Littles, Member

---

Cheryl Hajduk, Recording Secretary