



**TOWN OF CEDAR LAKE BOARD OF SAFETY PUBLIC MEETING MINUTES  
Wednesday, May 22, 2024 at 6:00 PM**

**CALL TO ORDER: 6:06 pm**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

Present	Barbara Littles, Member	Present	William Fisher, Police Chief
Absent	James Olthoff, Member	Absent	Todd Wilkening, Fire Chief
Present	David Villalobos, Member	Present	Carl Brittingham, Deputy Chief Police
Present	Lester Kaper, Vice-Chairman	Present	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. None was had.

**APPROVAL OF PUBLIC MEETING MINUTES: for Wednesday, April 24, 2024 Public Meeting:**

A motion was made by Barbara Littles, seconded by, David Villalobos to approve the Public Meeting Minutes for April 24, 2024.

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

**VIPS APRIL 2024 REPORT:** Lieutenant Layer reported they had one detail, and we had a couple of apps go out, but waiting for them to come back.

Stick commented Mr. Olthoff has resigned due to health reasons. He was a valued member for eight years on the Board. His knowledge was second to none and he was a great asset.

**POLICE DEPARTMENT**

**Communications:** Chief Fisher commented they received an email from Detective Potesta stating he wanted to thank the staff for the assistance in hospitality extending the Indiana State Police and only security investigations during the operations conducted in your jurisdiction. Your officers were courteous, helpful, and professional throughout the day specifically Sergeant Godoy was instrumental in the preparation of gathering some intelligence and the manpower for the detail as a result of the investigation. A Cedar Lake resident was arrested and charged with multiple crimes. Chief Fisher commented there we some parking and traffic related issues on Lake Shore Drive related to the Farmer’s Market.



**Finances:** Chief Fisher commented they have the pier ready to be installed and a couple of canopies that need to go up. Safe Coalition was applied for and submitted on April 24, 2024 and decisions on funding will be made June 26, 2024. We received a grant for four boxes of gummy bears for the Fourth of July parade. We received a grant from Nipsco for the funding of the use of officer equipment for the range and community outreach firearm safety class.

Villalobos asked about the rifle training. Chief Fisher responded that is weapons systems training and we need to be certified for armory every three years.

**Staffing:** Chief Fisher reported Matthew Milan was officially sworn in and is doing well. He will be at the academy the end of July. Last week was police week and they were provided food one day and multiple donations were given.

**Training Report:** Chief Fisher reviewed the report noting all of the police staff, including civilian part-time have been trained in the new UKG timekeeping program. A few of us went to a training called "Tall Cop" which was related to items that can be bought at gas stations. We are in the middle of "Police One" training for vehicle pursuits and use of force.

**Equipment:** Chief Fisher reported they are still waiting on the status of the new squad cars and are in the bill status.

**Monthly Activity Report:** Chief Fisher reported 1050 total calls for service for the month, 509 traffic stops, 456 traffic warnings, 192 citations, 530 law incidents, 26 arrests, with a total of 38 criminal charges. There were 21 ordinance warnings, and issued 54 Ordinance citations. Office Corbin finished his first year with the "To Good for Drugs Program."

**Lexipol Policy Updates:** Chief Fisher stated we have policy to review and they will go on next month's agenda.

**Other:** Chief Fisher stated we have the Protecting K9 Heroes Fundraiser, Sunday, June 23, 2024 from 11 am to 4 pm at the Knights of Columbus. On June 5, 2024 will be department inspections.

#### **FIRE DEPARTMENT:**

**Communications:** Deputy Chief Mager commented it is EMS week this week.

**Finances: Purchase Orders, Expenditure Reports & Grants:** Deputy Chief Mager reviewed the purchase orders and expenditure reports. We are still in the running for the air pack Grant.

**Staffing (Part-Time/Full Time Hires):** Stick commented he is only aware we received two applications.



**Training Report:** Deputy Chief Mager reviewed the monthly report noting hours and types of training with 520 hours of training. Last week, members of the department that are divers spent a week with Mavis 207 Dive Team.

**Equipment:** Deputy Chief Mager reported minor repairs are going to be done, but nothing major.

**Monthly Activity:** Deputy Chief Mager reported 148 total incidents for the month of April and 77% were EMS, 15% were PI accidents and 8% were fire incidents.

**Lexipol Recommended Policy Updates:** Stick stated we are going to defer all of the policies except #1000 – Policy Recruitment & Selection until next month. Villalobos read Policy 1000 and would like to include “the required agility test shall include CPAT protocols.” The first statute establishes that there must be an agility test and we want to establish what agility test to use.

A motion was made by Barbara Littles, seconded by, Lester Kaper to have the required agility test to include CPAT protocols.

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

**Town Liaison Report:** Mr. Carnahan commented the Council is going to look over the list of candidates to get a fifth replacement on the Safety Board. Mr. Carnahan asked what is the rotation of the ambulances. Deputy Chief Mager responded they are equally distributed. The white ambulance gets used for second calls and most of the time the third ambulance doesn’t go out, because it needs to be staffed with a paramedic.

**New Building Update:** Chief Fisher reported the building is going to be ready, but the water is still being worked on and testing to be done. The police department is 90% complete and the fire department is putting in doors and epoxying the floor will be done soon. The fire department is about 80% done.

**PUBLIC COMMENT:** None received.

**ADJOURNMENT:** Stick called the meeting adjourned at 6:34 pm.

**NEXT MEETING:** Wednesday, June 26, 2024 at 6:00 pm

## TOWN OF CEDAR LAKE BOARD OF SAFETY

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Norman Stick, Chairman

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Lester Kaper, Vice-Chairman

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James Olthoff, Member

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David Villalobos, Member

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Barbara Littles, Member

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Cheryl Hajduk, Recording Secretary