



**TOWN OF CEDAR LAKE BOARD OF SAFETY PUBLIC MEETING MINUTES
December 16, 2024 at 6:00 PM**

CALL TO ORDER: 6:03 pm

PLEDGE OF ALLEGIANCE:

ROLL CALL:

Present	Barbara Littles, Member	Present	Carl Brittingham, Interim Chief of Police
Present	Larry Nagy, Member	Present	Todd Wilkening, Fire Chief
Present	David Villalobos, Member	Present	Nick Mager, Deputy Chief Fire
Present	Lester Kaper, Vice-Chairman	Absent	Chuck Becker, Town Council Liaison
Present	Norman Stick, Chairman	Absent	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: Public Meeting November 26, 2024

A motion was made by Barbara Littles, seconded by Larry Nagy, to approve the Public Meeting Minutes for November 26, 2024.

Roll call vote: Littles – Yes, Nagy – Yes, Kaper – Yes, Villalobos – Yes, Stick – Yes. Vote: 5-0.

VIPS NOVEMBER 2024 REPORT: Lt. Tim Layer reported they had three callouts, two accidents, one utility problem and 11 details.

Lt. Layer commented Steve VanDiver is resigning and his resignation letter was emailed to the Board.

A motion was made by Barbara Littles, seconded by Charlie Kaper, to accept the Resignation of Steve VanDiver.

Roll call vote: Littles – Yes, Nagy – Yes, Kaper – Yes, Villalobos – Yes, Stick – Yes. Vote: 5-0.

POLICE DEPARTMENT

Communications: Interim Chief of Police Brittingham commented we had a few press releases and charges have been filed. We received a thank-you from Taylor Ice Fest for helping out. There was a thank-you email also for opening the warming shelter on December 6, 2024. This individual did not have power and they came to the warming shelter.



Finances: Interim Chief of Police Brittingham commented we made some purchases to close out the books for the end of the year. We have been doing vehicle maintenance and repair purchases and closing out Purchase Orders. There were some armor purchases for the armory to close out the end of the year.

Interim Chief of Police Brittingham commented Ms. Moore wrote a K9 Grant for the MAAC Foundation, which is the training facility in Valparaiso, IN. We are awaiting the response.

Interim Chief of Police Brittingham commented at the next Town Council Meeting, we are going to do a presentation and a photo shoot for CSX, but CSX cannot make it. A grant was written for gas mask, and we received the grant money.

Interim Chief of Police Brittingham commented a report of the hours worked for the Taylor Ice Fest was in the packet for review.

Staffing: Interim Chief of Police Brittingham commented Officer Milan is still on FTO and is doing well. We are down three individuals and no update on a potential retirement for 2025. We had a visit from Indiana Public Employees Plan for Workers Compensation and they discussed the injuries that have happened from the hands-on defensive tactics trainings.

Interim Chief of Police Brittingham commented the Performance Evaluations will go into everyone's files.

Training Report: Interim Chief Brittingham commented end of the year training, defensive tactics, hosted by our instructor. We had SWAT training and mandatory Town Ethics Training.

Equipment: Interim Chief Brittingham commented the third car will be done and there is one more to detail of the 2024 vehicles. Officer Pennington's vehicle had a tremendous amount of work done and some parts were hard to get. Discussion ensued regarding one of the trucks that was hit, which will be cosmetic to fix.

Mr. Villalobos commented regarding the 2025 vehicles because the capital expenditures were going somewhere else and the Council members were going to look into it. Interim Chief Brittingham commented there is good news and we obtained quotes for everything involved in the purchases of four vehicles, including equipment and outfitting and have sent it to the Clerk Treasurer.

Monthly Activity Report: Interim Chief Brittingham reported calls for service were 663, traffic stop analysis: 203, warning analysis: 174, citation analysis: 94, law incidents: 468, arrests: 15, arrest offense: 17, warnings: 18, Ordinance citations: 35.

Other: On behalf of the Board of Safety, we would like to compliment the Cedar Lake FOP for their continuing effort with the Shop with the Cops.



FIRE DEPARTMENT:

Communications: Chief Wilkening commented the Facebook page is up and running. The site that has two ladder trucks is the official site. If the Board of Safety would like something posted, please let Chief Wilkening know.

Finances: Purchase Orders, Expenditure Reports & Grants:

Mr. Kaper asked how many shirts were purchased. Chief Wilkening commented those are shirts for the full-time people and it was either 20 or 30 shirts.

A motion was made by Barbara Littles, seconded by Larry Nagy, to approve the Purchase Requisitions.

Roll call vote: Littles – Yes, Nagy – Yes, Kaper – Yes, Villalobos – Yes, Stick – Yes. Vote: 5-0.

Expenditure Reports & Grants: Chief Wilkening commented the Expenditure Report is running under budget, but over on overtime. We received a \$5,000 grant from Nipsco for Outreach Program for smoke detectors and CO2 detectors. We will do a social media post to give away detectors from the use of the grant money.

Staffing: Mr. Stick commented we talked about hiring Sam Arrelino in a part-time capacity with the stipulations that he gets his Illinois Certifications switched over to Indiana. We can start the process.

A motion was made by David Villalobos, seconded by Larry Nagy, to offer Sam Arrelino with the Fire Department as part-time with the stipulation that he gets his Illinois Certifications switched over to Indiana and then he will be promoted to a full-time position.

Roll call vote: Littles – Yes, Nagy – Yes, Kaper – Yes, Villalobos – Yes, Stick – Yes. Vote: 5-0.

Chief Wilkening commented this will get us up to five per shift with a part-time person per shift.

Mr. Stick commented Michael Maley and Brandon A. Zimmerman will be volunteer firefighters.

A motion was made by Barbara Littles, seconded by David Villalobos, to approve the hire of Michael Maley and Brandon A. Zimmerman as volunteer firefighters.

Roll call vote: Littles – Yes, Nagy – Yes, Kaper – Yes, Villalobos – Yes, Stick – Yes. Vote: 5-0.

Training Report: Chief Mager commented the total training hours for November was 498 hours and broken down by category. About 200 of the hours were toward the firefighter survival trailer that we do annually.



Equipment: Chief Wilkening commented ambulance 1261 is back in service. The Council has directed us to service the fuel system on the newest rig. Both of the ambulances are serviced twice a year. Mr. Stick asked is there a module that can be done to prevent the newest update. Chief Wilkening responded in the affirmative.

Chief Wilkening commented we had a few leaks on the ladder truck and that was taken care of, Engine 12 had a breakdown on a fire. The Township Trustee is helping with those costs to fix Engine 12.

Monthly Activity: Chief Mager commented the breakdown for November was 153 total incidents, 105 which were EMS, 36 fire related, 12 accidents and by area were 117 in Town boundaries, 16 were in unincorporated Hanover Township, and 20 for mutual aid. The overlapping incidents were up to 41%.

Lexipol Policy Updates: Chief Wilkening commented the cost of Lexipol is going up and we spend a lot of money for this program to tell us to change minor information in the policies. We have 160 policies and 70 procedures, which costs the Town \$25,000 a year for both Fire and Police Department. Discussion ensued regarding the cost of Lexipol and to not renew it.

A motion was made by Charlie Kaper, seconded by Barbara Littles, to amend the agenda for the purpose of Lexipol Policies.

Roll call vote: Littles – Yes, Nagy – Yes, Kaper – Yes, Villalobos – Yes, Stick – Yes. Vote: 5-0.

A motion was made by Larry Nagy, seconded by Barbara Littles, to terminate Lexipol Subscriptions for Police and Fire Department.

Roll call vote: Littles – Yes, Nagy – Yes, Kaper – Yes, Villalobos – No, Stick – Yes. Vote: 4-1.

Other: Chief Wilkening commented Moto on Ice is getting ready to start, as long as there is ice. We also will be sending the Emergency Action Plan for review in case of catastrophic event happens. The Fire Department is also doing a Shop with Firefighters.

Chief Wilkening commented we have two fire inspectors that made it through class. Chief Mager and myself went out in the last couple of weeks and went to businesses that would have the most fire issues. We now have certified staffing and we would like to go out to more businesses.

New Building Update: Chief Wilkening commented everything is almost 100% done. Someone donated two jet skis to the department, but we do not want them. The Police Department will impound them if we cannot get them back to the owner.

PUBLIC COMMENT: None was had.

ADJOURNMENT: Stick called the meeting adjourned at 7:00 pm.

TOWN OF CEDAR LAKE BOARD OF SAFETY

Norman Stick, Chairman

Lester Kaper, Vice-Chairman

Larry Nagy, Member

David Villalobos, Member

Barbara Littles, Member

Cheryl Hajduk, Recording Secretary