



**TOWN OF CEDAR LAKE BOARD OF SAFETY PUBLIC MEETING MINUTES**

**January 22, 2025 at 6:00 PM**

**CALL TO ORDER: 6:02 pm**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

Present Barbara Littles, Member  
 Present Larry Nagy, Member  
 Present David Villalobos, Member  
 Present Lester Kaper, Vice-Chairman  
 Present Norman Stick, Chairman

Present Carl Brittingham, Interim Chief of Police  
 Present Todd Wilkening, Fire Chief  
 Present Nick Mager, Deputy Chief Fire  
 Present Chuck Becker, Town Council Liaison  
 Present Robert Carnahan, Town Council Liaison  
 Present David Austgen, Town Attorney  
 Present Jeff Bunge, Town Manager  
 Present Cheryl Hajduk, Recording Secretary

**ELECTIONS:**

**a. Chairman**

Ms. Barbara Littles nominated to appoint Norman Stick as Chairman.

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

**b. Vice-Chairman**

Mr. David Villalobos nominated to appoint Lester Kaper as Vice-Chairman.

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

**PUBLIC COMMENT:** Stick called for Public Comment. None was had.

**APPROVAL OF PUBLIC MEETING MINUTES:** Public Meeting December 16, 2024

A motion was made by Barbara Littles, seconded by David Villalobos, to approve the Public Meeting Minutes for December 16, 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 everyone made their hours for the month and we had a total of eight details and three call outs.



## POLICE DEPARTMENT

**Communications:** Interim Chief of Police Brittingham commented we had a couple of press releases from December and we had arrests. We posted the releases on social media.

**Finances:** Interim Chief of Police Brittingham commented we didn't have anything significant, but a couple of firearms purchases.

**Staffing:** Interim Chief of Police Brittingham commented Patrolman Lewis has retired. Interim Chief of Police Brittingham read his letter out loud.

A motion was made by David Villalobos, seconded by, Barbara Littles to approve the resignation/retirement of Patrolman Lewis.

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

Discussion ensued regarding hiring for the vacancy and taking in applications.

Interim Chief of Police Brittingham commented Officer Pennington is back to work and Officer Milan is in his shadow phase.

**Equipment:** Interim Chief Brittingham commented new vehicles were approved by the Town Council and were ordered and the estimate is 45 days for delivery. Four Durangos have been ordered and will be patrol vehicles.

**Update on Vehicle Repairs:** Interim Chief Brittingham commented Officer Pennington's Durango is still being worked on and there are more issues with the harness and wiring. We are still waiting on the two other repairs from the front-end damage of the Durango and the damage on the Ram truck.

**Monthly Activity Report:** Interim Chief Brittingham commented our Year-End Report review and Five-Year Report is in the packet and a huge effort on Ms. Moore's part and the IT Department gathering data. This will also go on our web page, as well.

Interim Chief Brittingham reported calls for service were 597, which is a total of 11,505 for the year, traffic stop analysis: 179 for December and a total of 4,762 for the year, 145 warning analysis and a total of 4,425 for the year, 75 citation analysis and 1,867 for the year, 416 law incidents and 6,919 for the year, 20 arrests, and 289 for the year, 27 arrest offense and 430 for the year, 7 warnings and a total of 357 for the year, 24 Ordinance citations and 686 for the year.

Interim Chief Brittingham commented he wanted to give the Officers credit for everything they do in the report.



Mr. Stick commented maybe we can meet quarterly for Lexipol updates.

Mr. Carnahan asked what is going to replace Lexipol. Mr. Stick commented we own the policies and we can update the policies.

#### **FIRE DEPARTMENT:**

**Finances: Purchase Orders, Expenditure Reports & Grants:** Chief Wilkening commented the reports are in the packet. Mr. Becker asked about the Lexipol Fire and EMS Learning Platform, which was \$3,100. Chief Wilkening commented that is the yearly cost for the program.

Interim Chief Brittingham commented Police One is also used for training. It is two separate bills and two separate contracts for the training aspect.

Mr. Carnahan asked about the miscellaneous supplies. Chief Wilkening commented this is just a budgetary number that is used and we know what the budget is going forward for things needed at the firehouse.

A motion was made by Barbara Littles, seconded by David Villalobos, 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 we do not have any grants out. We are going to team up with the Trustee's Office and hand out smoke detectors to people that need them.

Chief Wilkening commented Mr. Huppenthal's Estate donated \$500,000 to the Fire Department for self-contained breathing apparatus, which the Town Council President signed the Agreement with the company and some of the equipment is starting to come in.

Chief Wilkening commented the EMS billing went up 1% to \$481,000 collected and put back into the General Fund.

**Staffing:** Chief Wilkening commented we have three volunteers in the academy and some of the training will be done at the St. John Training Center. The fourth person is going to be in EMT school. We received a couple more requests for part-time and one for full-time and we will set up interviews.

**Equipment:** Chief Wilkening commented we receive some of the SCBA's and axes also came in. Also, from the Estate of Huppenthal, we received a use golf cart that was donated to us. We are awaiting paperwork for it. The Union people purchased an ATV that Mr. Biancki gave us money for. We asked for him to switch from a golf cart to an ATV so we can put an EMS cot on it for off-road rescues.



Mr. Stick commented the white ambulance had the fuel pump explode and then the motor went out. The cost was \$33,000 to fix. What are we doing with the fuel storage. Chief Wilkening commented we made numerous requests to the Public Works Director to have something done and we are awaiting an analysis being done. Mr. Stick commented a new fuel pump went on the newest one. Chief Wilkening stated the Council wanted that done as soon as possible.

Mr. Stick commented there was a recall on the fuel pump. Deputy Chief Mager commented it was for the 2021 and 2022 model years of the 6.7 diesel. Discussion ensued regarding the issue with the fuel pump recall and using diesel fuel, because of the fuel issue.

Discussion ensued regarding fuel cards that exist for the Town and can be used for fuel purchases.

A motion was made by Barbara Littles, seconded by Lester Kaper, to amend the agenda direct the Fire Department to fuel the ambulances using the fuel card.

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

A motion was made by Lester Kaper, seconded by Barbara Littles, to direct the Fire Department to fuel the ambulances using the Wex card at participating stations.

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

**Monthly Activity:** Mr. Villalobos asked was there a 5% increase in calls for service. Chief Wilkening responded in the affirmative. We gave up an area to St. John that we had a lot of calls, which is the corner of 109<sup>th</sup> North. St. John took that over from the Township and we were averaging almost 200 calls a year. Incidents by the area had 1,836 incidents, Unincorporated Hanover Township had 185, and 161 incidents for Mutual Aid requests. The busiest month of the year was in December with 215 for the month and Tuesdays seem to be the busiest with calls. Discussion ensued regarding staffing over the five years with more calls.

Chief Wilkening commented someone had asked him where they get the statistics from and he commented we get it from Spillman for our reports and Mr. Wroe does the report for us.

**Other:** Chief Wilkening commented regarding Southcom and should we change dispatch centers, and it was decided to stay with Southcom. Mr. Carnahan commented if we went with the County, a property tax would be put on the residents of Cedar Lake to help pay for that.

**New Building Update:** Mr. Carnahan commented we received approval for a permit for the Robin's Nest update and a 30-day waiting period, which starts today. Christopher B. Burke was going to submit the questions that IDEM asked about Paradise Cove (lighthouse well) and once the permit is approved, there will be a 45-day waiting period.



Mr. Bunge commented the 45-day extended period has to do with this particular water utility being isolated at this point from the rest of the systems.

**Other:** Mr. Bunge commented at the Town Council Meeting, he was tasked with to continue working on the Emergency Response Manual.

**PUBLIC COMMENT:** None was had.

**ADJOURNMENT:** Stick called the meeting adjourned at 7:03 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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Larry Nagy, Member

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David Villalobos, Member

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Barbara Littles, Member

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Cheryl Hajduk, Recording Secretary