

COMMITTEE MINUTES

SAFETY COMMITTEE

August 02, 2017

MEMBERS PRESENT: Chief Buchert, Giles Seith, Ben Prescott, Paula Tubalkain

MEMBERS ABSENT: None

OTHERS PRESENT: Sgt. Joe Urso, Linda Wilke

CALL TO ORDER: Giles called the meeting to order at 6:00p.m.
July 05, 2017 minutes were reviewed. Motion to approve minutes by Paula, 2nd by Ben, all ayes.

CHIEF's REPORT: Appropriation Status, Vendors, and SRO handed out. All reports on file. We are where we should be this time of year. Due to 3 pays this month there will be an increase in Officers and Dispatcher Wages. Also due to short staff there is overtime.

CITIZENS: None

OLD BUSINESS:

- ❖ **Phone System-** No decision has been made on the Voice Recorder. We have a Webinar set for Thursday on one of the systems. Once we get references we will move forward.
- ❖ **9-1-1 Update** – Moving forward, last update Portage County SO is suppose to be up and running September 13-14.
- ❖ **Retirement** – Dan Forman's retirement party will be August 31, 2017 from 3-6pm at the Park Lodge
- ❖ **SRO** – Only one Officer from within the department applied for SRO, Hether Holovach,. Her application will be forwarded to the School System and they will interview. If not suitable we will look outside the department. Hether will be leaving a fulltime position with benefits and also will be out on maternity leave in March.
- ❖ **Training Reimbursement Policy** - Per Ord. 2017-28 Last Council recommended it to come back to Committee. After discussion Committee suggested that prior to 1 year the amount is prorated for the time invested. Example if employee leaves in 6 months they are responsible for ½ the cost of training. This will be a Village Policy not just Police Department, except elected officials. If Village relieves them of the responsibility the burden falls on the Village not employee. Committee recommended to move forward.
- ❖ **PD Floor** – Parts of the PD floor were damaged by water and are in need of repair. Service Department is unable to fix it. The wrong type of board was used for the environment and the laminated boards are separating. We have attempted to find someone to provide quotes only found one company. Once we receive the quote will get with Bruce and will bring back to Committee.

NEW BUSINESS:

- ❖ **Potato Stomp** – Contract for Security for the Potato Stomp has been signed
- ❖ **Potato Festival** – Met with Potato Festival Committee today – no issues- everything is going according to plan.
- ❖ **Cleaning Pay** – Currently the cleaning is a salary paid position. Chief is asking to amend it to a set rate per cleaning. Currently it is 90.00 bi-weekly. Chief suggested \$45.00 per week, cleaning once a week. Committee discussed and agreed. Chief will define more clearly and forward to Village Solicitor. Committee agreed to move forward
- ❖ **LEADS AUDIT** – We had our first year LEADS Audit today. No major finding. some small things we need to do.

ITEMS RECOMMENDED TO COUNCIL: Employee Handbook Revision

ITEMS REFERRED TO FINANCE COMMITTEE: None

ITEMS REFERRED TO PARK COMMITTEE: None

ITEMS REFERRED TO SERVICE COMMITTEE: None

ITEMS TABLED: None

NEXT MEETING: September 06, 2017 @ 6:00 p.m.

ADJOURNED: Meeting adjourned at 6:28p.m. Motion to adjourn by Ben, 2nd by Paula, all ayes.

Giles Seith, Chairperson

H.W. Buchert, Chief of Police