



## **BROWNSBURG POLICE COMMISSION MINUTES**

These are the Minutes of the regularly scheduled meeting of the Brownsburg Police Commission held at the Brownsburg Town Hall on July 8, 2014 at 6:00 p.m.

**MEMBERS PRESENT:** Ray Kotarski, Stan Comer, Allan Bolante, Terry Smith

**ALSO PRESENT:** Major Pat Bullock, Captain Pyatt, Attorney Jayson Marksberry and Secretary Kellie Stewart

**ABSENT:** Don Spencer

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The Pledge of Allegiance was given.

A moment of silence was held in memory of three fallen officers in the state within the last two weeks.

Allan Bolante made a motion to approve the July 8, 2014 Agenda. Terry Smith seconded the motion. There was no discussion. Motion carried.

Allan Bolante made a motion to approve the regular scheduled meeting minutes dated June 10, 2014 as submitted. Terry Smith seconded the motion. There was no discussion. Motion carried.

Stan Comer made a motion to approve the Executive Session Minutes from June 17, 2014. Allan Bolante seconded the motion. There was no discussion. Motion carried.



Allan Bolante made a motion to approve the Budgetary Expense Report dated July 1, 2014. Terry Smith seconded the motion. There was no discussion. Motion carried.

Allan Bolante commended the Chief and Staff on the fact that the department has only spent 48% of the 2014 budget thus far this year.

OLD BUSINESS  
CHIEF OF POLICE

Chief Dove updated the Commission on the long 2015 Budget process. The Chief stated on June 24<sup>th</sup> the budget was discussed with the Town Manager and Staff. From what was presented the Chief stated everything appeared to be going in the right direction. Chief said that Town Manager Grant Kleinhenz agreed with the assessment need of the Command Vehicle and also agreed with the funding for the Armored Personnel Carrier. Chief said the budget was created on a needs assessment and not a want.

Terry Smith asked for a brief description on what the next step is regarding getting the budget approved.

Chief explained the next step in the process; The Town Manager is fine tuning the submitted budget. He will be submitting the request to the Town Council in August and the first reading will be on September 11<sup>th</sup>. The next reading will be in October, it has to have three readings. It will then be submitted to the DLGF (Department of Local Government Finance).

The Chief stated that we will be 8% over this year's budget. The increase is due to insurance and also the 27<sup>th</sup> pay period for this year. Chief stated this was responsible and excellent work by the staff.

Ray Kotarski requested Chris Wingler send out a domain email reminding everyone of the reading at the Town Council meeting on September 11<sup>th</sup>.

Chief reported that the new C.S.I., Tiffany Stewart will be starting her position on July 14<sup>th</sup>. Tiffany has passed all the testing. Tiffany will be a huge asset to the department.

NEW BUSINESS  
CHIEF OF POLICE

Chief gave results on the Youth Summer Camp. Chief thanked Mrs. Cindy Bailey for her donation that covered the expenses of both camps. Chief attended one of the graduations and was pleased to see the interaction between the youth and Officers. This was a great joint effort between Police and the Fire Department. Mrs. Bailey plans to help again next year.

Terry Smith stated that he attended both graduations and was impressed with the wide range of age groups and the fun they were having. Terry stated it was good experience for everyone.

Chief updated the Commission on changes within the Investigation Division. Officers Morgan and Stanford will be training for their new positions as Detectives. Captain Barrett is locating training for them and is looking forward to having enthusiastic people in the division.

Chief gave a summary of how the 4<sup>th</sup> of July Extravaganza went this year. Chief stated police presence helped deter crime during the parks nightly events. There was one arrest and that was on an outstanding warrant. The parade and the traffic flow in and out of the park went smoothly. Chief talked to Lions Club representatives and they stated this was a record sitting year for their sales, especially sweetcorn; they sold over 750 ears of corn on Friday.

Major Bullock stated the Extravaganza grows every year and the Department depends a lot on the Reserve Division to help patrol the park. Major Bullock discussed the major changes that occurred this year involving the parade and the exiting of traffic from the park at night. Major commended the Reserve Division and the Street Department personnel. Kim Kiritschenko, commander of the Reserve Division, attended all planning meetings for this event. There were several changes this year during the parade, which included the dropping off of participants. The exits were changed as well in the evening as people were leaving the park. Major Bullock stated a total of 413 man hours were dedicated to the park and parade detail, of those hours 191 were worked by the Reserve Division. With the reserves help it saved the department \$4,775. Major stated it was a very safe time at the park. The only arrests was an outstanding warrant for driving while suspended.

Allan Bolante asked if the total man hours were comparable to last years.

Major stated they are about the same but the ratio is different. Fewer hours are worked by full time Officers.

Ray Kotarski thanked the administrative staff that also worked the event.

Chief Dove stated the proclamation for Night Out Against Crime is prepared and asked for the board's permission to present it to the Town Council for the president's signature at their next meeting. All agreed to present it for signature.

Chief discussed the 5K Walk/Run that will be hosted at the PD. Captain Barrett is planning a benefit 5K to raise money for Drug Court. This event is tentatively planned for September 27<sup>th</sup>.

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Chief Dove informed every one of the drug prevention action plan that he has already presented to the Police Commission. Chief stated he will be implementing a plan of action and will keep the commission informed of any updates in a private meeting due to the confidentiality of persons involved.

#### NEW BUSINESS COMMISSION

Stan Comer shared an email that he received today from the Town Manager Grant Kleinhenz:

“Late last week, we were contacted by Movoto, a real estate firm located in California, regarding a blog that they were releasing regarding the Safest Places in Indiana. This blog is done for each State and also has several other categories. This blog has Brownsburg ranked 8<sup>th</sup> as one of the safest places to live in Indiana. Here is the link to the posting so that you can read the information:

<http://www.movoto.com/blog/top-ten/safest-places-in-indiana>. You will also notice that Plainfield was ranked #16 and Avon #34. I wanted to send this information on to you as it is always good to have hard work noticed. Our Police Department should be proud of this ranking as it validates the job that they do protecting our community each and every day. Congratulations to Chief Dove and his excellent Command staff and personnel. Thank you.”

Allan Bolante expressed his appreciation to Major Bullock. Allan Bolante stated they rode around the park during the Extravaganza. Allan stated that he was very impressed with the Reserve Division and Operations Division with their presence at the event.

#### PUBLIC SERVICE ACTIVITY REPORT

There were no comments.

#### MISCELLANEOUS CORRESPONDENCE

In July the Department received Thank You cards for the Youth Summer Camp and flowers that were sent to Roger Brown’s funeral. Roger Brown recently passed away and was a former Major for the Reserve Department years ago.

Ray Kotarski read a letter from retiring Library Director, Wanda Person. Wanda has selected two books in honor of the Police Department. The books are Emergency Vehicles by Penelope Arlon and Officer Buckle by Gloria and Peggy Rathmann.

#### ATTORNEY

There were no comments.

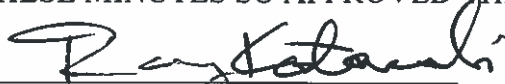
#### FLOOR

There were no comments.

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Ray Kotarski adjourned the meeting at 6:35PM.


THESE MINUTES SO APPROVED THIS AUGUST 12, 2014.



Ray Kotarski, President

Stan Comer, Vice President

Allan Bolante, Commissioner

Terry Smith, Commissioner

Don Spencer, Commissioner

ATTESTED:



Kellie Stewart, Secretary