



**BROWNSBURG METROPOLITAN
POLICE DEPARTMENT**

Joseph A. Grimes
Chief of Police

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BROWNSBURG POLICE COMMISSION MINUTES

These are the Minutes of the regularly scheduled meeting of the Brownsburg Police Commission held at the Brownsburg Town Hall May 14, 2019 at 6:00PM.

MEMBERS PRESENT: Ray Kotarski, Allan Bolante, Terry Smith, Dennis Dawes and Paul Whalen

ALSO PRESENT: Chief Joseph Grimes, Major Bryan Fultz, Attorney Jayson Marksberry and Secretary Kellie Cummins

ABSENT: Major Andy Watts

The Pledge of Allegiance was recited followed by a moment of silence in remembrance of Police Week.

Roll Call was conducted. All members were present and a quorum was formed.

Ray Kotarski stated the agenda had been amended to read 7.05 Agency 360 and 8.06 Conditional Offer have been added. Ray Kotarski requested approval of the amended agenda. Paul Whalen made a motion to approve the agenda as presented. Allan Bolante seconded the motion. Motion carried 5-0.

Ray Kotarski requested approval of the minutes from April 9, 2019 Police Commission Meeting as submitted. Allan Bolante made a motion to approve the minutes as presented. Dennis Dawes seconded the motion. Motion carried 5-0.

Board of Police Commissioners

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Attorney
Jayson Marksberry



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-2-

Ray Kotarski requested approval of the budgetary report dated May 1, 2019. Terry Smith made a motion to approve the report as presented. Paul Whalen seconded the motion. Motion carried 5-0.

OLD BUSINESS CHIEF OF POLICE

Chief Grimes updated the commissioners regarding the civilian recruitment process. Chief stated the position of Investigation Assistant has been fulfilled. Morgan Culley started on May 13th. Morgan is being introduced to her job functions as well as identifying additional certifications or qualifications she will need to obtain.

Chief Grimes gave updates regarding Reserve Officer Recruitment process; the upcoming Reserve Academy will soon begin. One of the candidates did have prior experience and was a current officer for another agency. He will be expedited through a field-training program with our agency. He has satisfied each stage of the conditional offer of employment, Dimitry Kalyuzhny, will be sworn in May 16th at 8:00AM in the Brownsburg Town Court room.

Chief stated in regards to the full time sworn officer recruitment candidate; the commission has authorized approval for the Chief of Police to extend a conditional offer to a candidate that did not successfully satisfy each of the phases of the offer. Chief Grimes stated inside each of their packets they have been provided with a new conditional offer being presented later in the meeting under New Business Commission.

Chief Grimes stated the new RMS cutover would be June 10th. All agencies in Hendricks County will have to be transitioned over to the new system, P1, by June 10th. The department will begin training this week on the new program.

Chief updated the commissioners on the Beast Property Module. This program is necessary when the department transitions to the new RMS system because the program does not have a property module. The department would have had to purchase this separately as an agency, we did find a viable solution based upon prior agreements from when the department used Beast years ago; this will allow us to be very cost efficient. The main downfall is that all of the

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-3-

current property will need to be scanned into the Beast program. This will be time consuming for personnel but will be done in a timely manner. Terry Smith asked Chief Grimes if this would affect the budget in any way. Chief Grimes stated this would not have any effect on the budget that he was able to determine that within the existing budget and forfeiture funds they will be able to cover this without using taxpayer's money.

Chief Grimes explained the ILEA waiver. Chief stated earlier this year the department hired an experienced officer from an adjoining state; in light of these ILEA has accepted the officer based upon a preliminary waiver, which includes the interview process, and multiple dates of testing. Chief Grimes stated Officer O'Marro is currently working on the road while completing the process with ILEA.

OLD BUSINESS COMMISSION

Nothing to report.

NEW BUSINESS CHIEF OF POLICE

Chief Grimes announced that this year for Night Out Against Crime we would be conducting a joint event with the Brownsburg School Corporation. The tentative location is the Brownsburg East Middle School and the date will be Tuesday, October 1st. The Chief stated having the event at this location would allow the ability to move everything inside if the weather does not cooperate. Chief Grimes stated he has also extended an invitation to Dr. Snapp to be the guest speaker that evening.

Chief Grimes discussed a firearms investigation. Chief stated he wanted to discuss the fact that officers are encountering more and more circumstances where there are issues of concerns for officer safety. When they are conducting criminal investigations, traffic stops, OWI investigations they encountering people that are in possession illegally of firearms. One case

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-4-

the person was charged with the type of offenses the officer investigated; later Major Fultz was able to recognize based upon a bulletin that had been released for Officer Awareness, a device creating a fully automatic weapon may have altered the weapon. Chief stated he is now in touch with ATF in regards to a joint investigation to see if additional charges will be filed federally.

Chief Grimes commented on the Indiana Criminal Justice Institute; Chief said the department received equipment from ICJI based upon the participation in Operation Pull Over (OPO) and Operating While Intoxicated (OWI) Projects. These are grant funded and reimbursement grants. Personnel work these projects, are paid out through our line items, and are reimbursed through the Town of Brownsburg. Chief stated because of the funding the department is able to purchase seven radars and one lidar unit.

Chief Grimes said Officer Brinson is the newest member of the Motorcycle Unit. Officer Brinson went through several weeks of a Motorcycle Certification Course, a very difficult course of which they have to perform at a certain level of expectation of which he successfully completed. Officer Brinson is still temporarily assigned to a shift due to personnel and coverage.

Chief explained Agency 360. Chief stated for many years the department had access to a database for documenting Field Training, Lt. Depinet created this many years ago. There has been concerns about the database becoming limited to space and possibly failing. Major Fultz and Captain Klayer have been looking into a new program to use for documenting field training. The web base system they have been looking into is Agency 360. This system allows the department to go paperless and allows the field-training officers and the persons in field training can perform these functions on the scene. Chief stated this is a good product and is cost efficient. The initial cost to buy the system is a little over \$2100, the service maintenance contract fees will be \$1100/ year. Chief stated this is within our budget.

Chief Grimes added Community Relations Officer Sgt. Pete Fleck has the following upcoming events planned. Chief stated that on Friday, May 17th Special Olympics Indiana is conducting a fundraiser in cooperation with Dunkin Donuts from 5AM-12PM. The event is called "Cop on a Roof Top". Chief said that Sgt. Fleck and other Staff members would be on site along with Special Olympic Athletes collecting donations. Chief Grimes stated in addition on Saturday, May 18th STAR Soccer event will be taking place at Bethesda soccer fields at 10:00AM. Sgt.

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-5-

Fleck and additional personnel will be onsite for participation with the children. Chief said the last item is for Saturday, June 1st 1:00-5:00PM, hosted by Police & Fire; this is a Chess Tournament at Williams Park that is open to the public.

NEW BUSINESS COMMISSION

Ray Kotarski read the promotion process; the promotion process notice was posted on March 14th with notice to all of the employees; employees who were eligible were given until 4:00PM on Friday, March 22nd to provide their interest to Captain Jeff Klayer. On Wednesday, April 10th at 2:00PM, the essay portion of the process was conducted; Thursday, April 11th all candidates were interviewed. At the conclusion of the entire process and discussion amongst the Staff Interview panel, the recommendations for the positions are as follows to be effective June 10, 2019: Corporal Steve Sentany promoted to the rank of Sergeant; Officer Chris Nelson promoted to the rank of Corporal. Sgt. Sentany thanked the Commission, Chief and Executive Staff for giving him their trust and belief as a Sergeant. Cpl. Nelson thanked the group and stated it was very humbling and looks forward to being an excellent leader.

Jayson Marksberry asked Ray Kotarski for the commission to vote on the approval of the promotions.

Ray Kotarski requested a motion to approve the promotions as announced. Paul Whalen made a motion to approve the promotions. Allan Bolante seconded the motion. Motion carried 5-0.

Chief Grimes added the promotions would officially take place on June 10th in alignment with vacancies that will become available based upon a voluntary rescinding of rank based upon Sgt. Hyde who will be stepping down to the rank of Officer. There will not be any change to rank or pay until June 10th.

Chief Grimes discussed the changes and updates to policy 08.01.01 Field Training and Evaluation Program. Ray Kotarski requested a motion to approve the policy's updates.

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-6-

Paul Whalen made a motion to approve policy 08.01.01 updates. Terry Smith seconded the motion. Motion carried 5-0.

Chief Grimes read over the updates and changes to policy 04.01.01 Employee Benefits. Ray Kotarski requested a motion to approve the policy as presented. Paul Whalen made a motion to approve the policy as presented. Allan Bolante seconded the motion. Motion carried 5-0.

Ray Kotarski read the mission statement for the Substance Abuse Task Force:

“The mission of the Hendricks County Substance Abuse Task Force is to reduce the abuse of alcohol, controlled substances, all other mind altering substance and the use of tobacco in Hendricks County and the associated negative effects on individuals and the community through the coordination support and promotion county wide education prevention, intervention treatment and criminal justice.”

Ray Kotarski stated the Substance Abuse Task Force meets monthly and consist of high school students, law enforcement, mental health professionals and a vast number of people. Ray Kotarski stated meetings average around 50-75 people in attendance. Ray Kotarski stated that recently the Brownsburg Police Department was granted \$4,600. Major Watts wrote the grant. The grant was written to purchase 40 Narcan 4mg intranasal applicators. Ray Kotarski thanked the Substance Abuse Task Force for everything they do for the department and county. Chief Grimes thanked the Task Force for their grant opportunities that are provided for all agencies throughout Hendricks County. Chief also thanked Ray Kotarski for advocating for the Brownsburg Police Department and for his active involvement in the Substance Abuse Task Force. Chief Grimes also thanked Major Andy Watts for writing all of the grants.

Ray Kotarski announced this is Police Week. Ray Kotarski read the history behind Police Week. “By a joint resolution on October 1, 1962, President John F. Kennedy signed Public Law 87-726 that declared May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls as National Police Week, the annual tribute to law enforcement service and sacrifice.” Ray Kotarski asked everyone to take time and thank an officer for everything they do. Ray Kotarski announced that tomorrow the FOP would host a memorial ceremony at the Hendricks County Courthouse as 12:00PM.

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-7-

Ray Kotarski read the conditional offer from the Chief of Police to James Burris. James Burris was present and thanked the commission for the opportunity. James stated he is from Southern Indiana but has called Brownsburg home since 2013. James stated he and his wife have three children and are involved in sports in Brownsburg.

**DIVISION REPORTS &
MONTHLY STATS**

Ray Kotarski congratulated Investigation Assistant, Morgan Culley on her new position and Officer Brinson on completing his recent motorcycle certification. Ray Kotarski also commented on Traffic Officers Rooker and Huntsman on their recertification's on their motorcycles.

**MISCELLANEOUS
CORRESPONDENCE**

Ray Kotarski read over the donation report.

Ray Kotarski read a thank you letter from Chief Grimes and his wife Rachel for the planter and prayers in the passing of Rachel's grandmother.

ATTORNEY

Nothing to report.

FLOOR

Chief Grimes commented on the decline of people showing interest in law enforcement. Chief stated this is due to the social climate and changes that are taking place. Chief stated fortunately this agency, commission and town does a phenomenal job supporting our personnel and our staff. Chief said that it takes a very special individual to get into public safety in order to have a heart to serve. Chief Grimes stated he is pleased with each of the men and women that he serves with make for a phenomenal environment. Ray Kotarski thanked the Chief for his comments.

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-8-

ADJOURNMENT

Ray Kotarski requested a motion to adjourn the meeting. Allan Bolante made a motion to adjourn the meeting. Paul Whalen seconded the motion. Meeting adjourned at 6:50PM.

THESE MINUTES SO APPROVED THIS 11TH DAY OF JUNE 2019.


Ray Kotarski, President



Terry Smith, Vice President


Dennis Dawes, Commissioner


Paul Whalen, Commissioner


Allan Bolante, Commissioner

ATTESTED:


Kellie Cummins, Secretary

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