

VILLAGE OF EAGLE POLICE & LICENSING COMMITTEE

Approved Minutes

March 2, 2015
6:00 pm

Municipal Building
820 E. Main Street

1. **Call to Order / Open meeting law requirements:** Called at 6:00 pm, meeting requirements met.
2. **Roll Call:** Present were members Salmela, Neuburg, Dagenhardt. Police department representatives Lesniewski and Bruckner. Others were President Rich Spurrell, and Jim Frisch
3. **Public comments:** No public comments
4. **Review minutes of the 2/2/15 meetings for approval:** Approved on a Dagenhardt/Neuburg motion (3-0).
5. **Calls received/investigated:** The incidents for the month of February were reviewed with no specific trends noted.
6. **Discussion of staffing:**
 - A. **Discuss schedule:** The required coverage for March is sustained with the existing staff.
 - B. **Discussion/action for possibly hiring a part-time officer / training officer:** A candidate to fill a previously board approved part time position was identified, the specialty of whom has taser and firearms training experience.
7. **Update on PD phone and website:** The phones have been updated, messaging requires modification. The website modifications are on-going.
8. **Discussion of credit cards:**
 - A. **Discussion/action for changing credit card restrictions:** Credit card restrictions from the standpoint of where they can be used have previously been lifted. The Eagle Police Department Credit Card Protocol, ie, the on-going accounting process, was reviewed by the committee members and is available for review in the Village office. The Village clerk/treasurer receives the bill monthly and matches it to the receipts provided by the Police Department.
 - B. **Discussion/action for changing daily credit limits:** The monthly limit on the credit card is \$2000 and the daily limit is \$500. In light of the fact that an out of town incident may occur with the automobile which incurred an expense of over \$500, a request was made that the daily limit be raised to \$2000. On a Dagenhardt/Neuburg motion, the new \$2000 limit request will be presented to the Village Board at the March 12th meeting. Motion carried 3-0.
9. **Discussion/action of digital sound meter and purchase of sound level calibrator plus wind shield:** The requirement exists that the digital sound meter used for measuring noise must be periodically calibrated to assure accuracy. A calibration device for the EXTECH meter contained within the police department is available at a cost of \$329.94. This will be purchased on a Dagenhardt/Salmela motion which carried 3-0.
10. **Discussion/action regarding hiring of IT support:** A discussion was held regarding identifying alternate/backup IT support for the Police Department. On a Dagenhardt/Salmela motion, the police department will identify and retain an additional support person for IT. Carried 3-0.

11. **Discussion/action regarding appointment of duties and committee assignments:** The Police Chief held a voting position on the Code & Ordinance Committee and was required to attend the Police and Licensing Committee meetings. In light of a police chief being not available, alternates for the committee positions were discussed. On a Dagenhardt/Neuburg motion, it will be recommended to the Village Board at the March 12th meeting that Sergeant Bruckner be approved as the Code and Ordinance representative and Captain Lesniewski be approved as the Police Committee representative. Motion carried 3-0.
12. **Discussion regarding Police Department's current needs and future needs:** A discussion was held regarding a means for identifying items to be considered in this regard. The police department representatives and committee members are to identify and itemize their ideas which will be subsequently reviewed at the April 6th committee meeting.
13. **Discussion of items to be placed on Village Board and / or future police committee agendas:** Presented to the Village Board at the March 12th meeting will be the increase of the daily allowance on the credit card from \$500 to \$2000 in paragraph 8B above, and also the identified committee assignments for the police department personnel in item 11 above.
14. **Adjournment:** Meeting adjourned at 7:11 pm on a Dagenhardt/Neuburg motion 3-0.