

SUMMARY MINUTES

1. CALL TO ORDER – ROLL CALL – APPROVAL OF AGENDA

Chair Gaylord called the meeting to order at 5:00 p.m.

Present: Chair Mark Gaylord; Vice-Chair Zerby; Committee Members De La Vega and Kind; SLMPD Interim Chief Siitari and Administrative Supervisor Swanson; Shorewood City Administrator Joynes; Tonka Bay City Administrator Crawford; Greenwood City Clerk Young.

Motion by Kind to approve the agenda. Seconded by Zerby. Motion passed 4/0.

2. APPROVE JULY 8, 2015 MEETING MINUTES

Motion by Zerby to approve July 18, 2015 minutes. Seconded by Kind. Motion passed 4/0.

3. 2016 BUDGET

On July 8, 2015 Chief Siitari gave the Coordinating Committee two budget scenarios. The scenario that included an additional officer had a 6.1% increase. The scenario without an additional officer was 2.8%. The Coordinating Committee voiced verbal support for the budget including an additional officer and directed the chief to go back and find ways to reduce member city contributions. The chief was able to reduce the 6.1% increase to a 3.1% increase by cutting expenditures (senior officer retirement, reducing undesignated allocation to 1% cost of living increase, insurance benefit reduction and reducing fuel expense) by \$69,000. The chief advised should there be a worst case scenario that there are cushions using the surplus and unrestricted funds. He did caution that there are some large upcoming expenses (concrete repairs – fire - \$42,000, sealcoating, ups, fitness center equipment, squad laptops, cameras, etc. and there are currently no dedicated reserves for these items.

Mayor Gaylord asked about participation in a fitness center if it would be more cost effective to contribute to a gym membership. Chief Siitari advised that that conversation should be held with Fire Chief Gerber.

Chief Siitari is to send Mayor Gaylord a copy of the letter the SLMPD received from the BCA advising the cloud cannot be used.

Mayor Zerby expressed his reservations on reducing reserves due to oftentimes unexpected expenditures.

Kind moved the Coordinating Committee approve the SLMPD 2016 proposed budget prepared July 14, 2015 with the direction that each city council consider the budget sometime in August so that action is taken prior to the September 1 deadline. De La Vega seconded. Motion passed 4/0.

4. 2015 BUDGET TRANSFER

The cost for the new server was \$4,890 more than anticipated due to unexpected labor costs. Chief Siitari requested a transfer of \$6,000 from the 2014 budget surplus to the Technology Fund.

Mayor Kind made a motion authorizing a \$6,000 transfer from the 2014 budget surplus to the Technology Fund to cover costs for the Brand Networking technology project. Zerby seconded. Motion passed 4/0.

5. POLICE CHIEF SELECTION PROCESS

Chief Siitari advised that the backgrounds on the final three candidates will be completed next week. He is meeting with the city manager/administrators on August 5th to condense some of the background material. The background material will be forwarded to the mayors on Friday, August 7th with final interviews conducted at a work session on Wednesday, August 12th. The Committee was advised that even though there may be sensitive material discussed in these interviews, the law requires that the meeting be open to the public. Once the interviews are complete staff would be directed to negotiate a contract with the candidate of choice. A special meeting would then be required.

Chief Siitari will be the interview panel moderator. Interview questions have been sent to the mayors. Rather than score each individual candidate it was decided that the candidates would be ranked 1, 2 and 3 with discussion following. City manager/administrators do not need to be present for the interviews.

ADDITIONAL ITEMS

1. SLMPD has a new officer on board – Ryan Burke (DOH 07/27/15).
2. One of the officers is having a baby and will probably begin light duty in September. Parental leave will be sometime in early 2016.
3. Chief Siitari will be attending a mediation session on Monday, August 3, 2015 regarding Justin Solberg's disability claim.

6. ADJOURN

Zerby made a motion to adjourn. Kind seconded. Motion passed 4/0. Meeting adjourned at 6:28 p.m.

Respectfully submitted,
Nancy Swanson

