

SUMMARY MINUTES

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

Mayor Kind called the meeting to order at 5:32 P.M.

Present: Committee Members Kind, De La Vega, Gaylord and Zerby; Chief of Police Mike Meehan, Administrator Laura Holtan; Excelsior City Manager Luger; Greenwood City Clerk Young; Shorewood City Administrator Greg Lerud; and Tonka Bay City Administrator Crawford.

Mayor Gaylord moved to approve the agenda. Mayor Zerby seconded. Motion passed 4/0.

2. CONSENT AGENDA

- A. Summary Minutes
 - (1) April 12, 2017 – Quarterly Meeting
- B. Verifieds
 - (1) April - June 2017 - Verifieds

Motion by Mayor Kind to approve the consent agenda. Mayor De La Vega seconded. Motion passed 4/0.

3. MATTERS FROM THE FLOOR – None

4. 2018 Budget

- A. Two-digit and three-digit percentage increases on page 1, showing comparisons between 2017 and 2018.
 - a. 50230 – Reimbursed Overtime – reset of what we look like at actual number of hours worked on special detail. SLMPD is reimbursed through sponsors.
 - b. 52100 - Equipment Leases, 11.2% increase – underfunded in the past and there will be a bigger increase due to fees paid to Hennepin County radio for leasing and supporting radios, squad computers. \$2,600 a month to Hennepin County radio. Number now should be actual expenses.
 - c. 54500 – Training – 50% increase is a reflection of recent legislative mandate for increased police training. Corresponding increase in state training reimbursement up on 42200. CIT & De-escalation training required every three years.
 - d. 57000 – Special Projects – Proposed officer wellness programs. 2018, officers required to sit down and do a mental health check in with the department psychologist.
- B. Park and Dock Patrol Salaries
 - a. park and dock was included in the part-time salaries and that Excelsior will be billed. To date, they had not yet gone over budget and it will balance itself based on hours worked.

- C. Dock Slips
 - a. Residential docks, so that will not increase the demand for park patrol.
- D. 51300 – Contract Services – Other Services
 - a. Chief Meehan will make adjustment to the meetings – change it to four
- E. 56100 – Star Tribune will be taken out
- F. Excelsior Rotary Club – are we able to use tax dollars to support a non-profit organization?
 - a. To be checked on by department attorney
- G. Copier Machine - \$4,000/year
 - a. Renewed our 5 year lease agreement
- H. 57025 – On-going Consult
 - a. Officers who need help after an initial consultation. Experience shows we paid about 20 sessions a year.
- I. Public Safety Ministries
 - a. Officer Wellness
 - b. Chief will check with department attorney on using tax dollars to pay for this wellness program
 - c. Year trial
 - d. Part of the fee is for the Lakes Area Chaplin program
- J. Cell Phones – 5 patrol phones, 4 administration/investigations phones, 3 jet packs in squads, 1 jet pack in building, and an experimental cradle point in unmarked squad
- K. Chief will put the funding formula on the October meeting agenda

Motion by Mayor Zerby to approve the 2018 operating budget with the proposed changes (Star Tribune & Number of Meetings) and pending the legal advice (Rotary Club & Public Safety Ministries). Mayor Gaylord seconded. Motion carries 4/0.

5. CIP BUDGET

- A. Draft Capital Improvement Plan
 - a. Not included in the 2018 budget
- B. Replacement rifles
- C. Adding server to CIP
- D. Body Cameras
 - a. Technology constantly updating, must be adaptive
- E. Fleet
 - a. Right number of vehicles due to staffing and maintenance
- F. Concrete Expense
 - a. The \$40,000 set aside for project is not enough
 - b. Current estimate is \$160,000 due to architectural issues
 - c. Proposing using funds out of the debt service to fund the rest of the project
 - i. Will not affect the cash flow
- G. Building sign for police and fire
 - a. Crime fund will potentially pay for it, as it was approved at the last crime fund meeting.
 - b. Going to executive board to present the bid

Motion by Mayor Kind to authorize \$40,000 to be used from the SLMPD debt service fund for the concrete issue. Mayor Zerby seconded. Motion passed 4/0.

6. CHIEF'S SALARY AND PERFORMANCE REVIEW
 - A. Closed Session Recap
 - B. Administrators' Review/Recommendation
 - a. 3 year review
 - b. 360 degree review – Sorenson Consulting

Motion by Mayor Kind to have number 3, that authorizes Mayor Kind to engage Sorenson's Consulting to do the 360 degree review this year (numbered 4) to be approved. Mayor Zerby expressed wanting to leave the policy open at this time, due to the wording of yearly. Mayor Zerby makes motion to authorize the committee chair to engage in services of Sorenson Consulting, in an amount not to exceed \$600, and conduct the performance of 360 degree performance review for Chief Meehan. Seconded by De La Vega. Motion carries 4/0.

7. CHIEF'S UPADE
 - A. Staffing Update
 - a. One officer left on July 10, 2017 to go work at Minnetonka Police
 - i. Exit Interview – Wanted to work at a department with more opportunities, such as school resource officer, canine officer and retail officer.
 - b. Administrative Specialist – final offer to be made once back from vacation.
 - B. Technology Update
 - a. Body camera are halfway through the pilot project.
 - i. Amazon cloud and Microsoft cloud have been approved by CJIS
 - ii. The body worn cameras draft policy is out and there have been no issues for the first two weeks.
 - iii. Per State Statute, before implementing the BWC system, board has to allow for both comment from the public and comment from the public regarding body worn cameras. Chief Meehan has not yet held a public meeting, as department may be experimenting with other vendors. Expecting early 2018.

Motion by Mayor De La Vega to adjourn the regular meeting. Seconded by Mayor Zerby. Motion passed 4/0. Meeting adjourned at 6:56 p.m.

Respectfully submitted,

Laura Holtan
Administration