

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; Excelsior City Manager Luger; Greenwood City Clerk Young; Shorewood City Administrator Greg Lerud; and Tonka Bay City Administrator Crawford.

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

2. CONSENT AGENDA

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

Motion by Mayor Kind to approve the consent agenda. Mayor Gaylord seconded. Motion passed 4/0.

3. MATTERS FROM THE FLOOR – None

4. REPORTS

- A. Performance Evaluation of Chief Meehan
 - a. Completed 360 degree review by Sorenson Consulting.
 - b. Received positive feedback from coordinating board and staff.
- B. Chief's Verbal Update
 - a. Staffing
 - i. Finished hiring process for sworn officer position
 - ii. Admin position offered to a part time CSO – hybrid position.
 - iii. Will be fully staffed, except for our part-time CSO's position
 - May need to look at how we fill the CSO positions; full time status
 - b. Body Cameras
 - i. 2nd pilot program beginning by the end of October
 - Non-cloud based application
 - ii. Draft policy has been made
 - There will need to be a period of public feedback; per state statute the public has the right to give feedback to the board.
 - Timeline would be the first or second meeting of 2018.

5. OLD BUSINESS - None

6. NEW BUSINESS

A. APPROVE CHIEF'S SALARY

Motion by Mayor Zerby to have the coordinating committee approve the 3.5 percent increase for Chief Meehan's salary beginning January 1, 2018. Seconded by De La Vega. Mayor Gaylord voiced entertaining a higher increase based on review for next time around. Motion carries 4/0.

B. DISCUSSION OF 10 YEAR ROLLING AVERAGE CONCEPT FOR FUNDING FORMULA

- a. Compared percentages to the current and the new formula through 2021. Reset would occur in 2022.
- b. JPA changes would need to be amended and be approved by all cities.
- c. Discussion about resetting the numbers would be up for study and discussion at future meetings.

C. SPECIAL EVENT OFFICER RATES

- a. Compared special rates with nearby departments.
 - i. Mayor Zerby objected the memo in regards to the wording of "South Lake area"
- b. Small community based events struggle to pay the rates at a minimum of four hours. Special event rate is an average of the officers' overtime rates.
- c. Discussion about private/general security, bringing in other jurisdictions.

Motion made to change special event rate to \$100 per hour, effective immediately, excluding Christkindlemarkt for 2017. Operating committee to come back with a recommendation on the tiers. Motion made by Mayor Zerby. Mayor De La Vega seconded. Motion carries 4/0.

D. 2018 COORDINATING COMMITTEE

- a. Mayor De La Vega would be chair, Mayor Gaylord would be vice chair; followed by Mayor Zerby and Mayor Kind will be approved at the January meeting.

7. OTHER BUSINESS

A. Meeting Dates

- a. January 10, 2018
- b. April 11, 2018
- c. July 11, 2018
- d. October 10, 2018

Motion made by Mayor Zerby to approve the meeting date of January 10, 2018. Seconded by Mayor De La Vega. Motion carries 4/0.

- B. Mayor Zerby expressed concerns with LETG and the reports that are compiled.
 - a. Committee are wanting an automated report.

8. ADJOURNMENT

Motion to adjourn by Kind, seconded by De La Vega. Motion passed 4/0. Meeting adjourned at 6:30 p.m.

Motion by Mayor Gaylord to adjourn the regular meeting. Seconded by Mayor Zerby. Motion passed 4/0. Meeting adjourned.

Respectfully submitted,

Laura Holtan
Administrator