

## **SUMMARY MINUTES**

### 1. Call to Order – Roll Call – Approval of Agenda

Chair Zerby called the meeting to order at 5:30 p.m.

Present: Members Gaylord and De La Vega, SLMPD Chief Meehan.

Absent: Committee Member Kind.

Also Present: Shorewood Public Works Director Brown; Excelsior City Manager Luger, Tonka Bay City Administrator Crawford, Greenwood City Clerk Young and SLMPD Administrative Supervisor Swanson.

**Gaylord moved, De La Vega seconded approval of agenda. Motion passed 3/0.**

### 2. 2016 Housekeeping Items

- A. Coordinating Committee Chair – Mayor Zerby
- B. Coordinating Committee Vice-Chair – Mayor Kind
- C. Coordinating Committee Alternates
  - Excelsior - Jennifer Caron
  - Greenwood – Bob Quam
  - Shorewood – Jennifer Labadie
  - Tonka Bay – Elli Ansari
- D. Financial Depositories – Alerus and 4M Fund
- E. Official Newspaper – Sun-Sailor
- F. Department Legal Counsel
  - Attorney Ken Potts – General Legal Counsel
  - Attorney James Martin – Labor Negotiations & Other Personnel Matters

**Gaylord moved, De La Vega seconded approval of 2016 Housekeeping Items. Motion passed 3/0.**

### 3. Consent Agenda

- A. Verifieds
  - (1) October – December 2015
- B. Summary Minutes
  - (1) October 14, 2015 Quarterly Meeting
  - (2) December 17, 2015 Special Session Bond Refinancing
- C. Resolutions
  - (1) Resolution 2016-1
    - Participation Agreement – Southwest Metro Drug Task Force

- (2) Resolution 2016-2  
Toward Zero Deaths – Traffic Safety Enforcement Project
- (3) Resolution 2016-3  
Naloxone (Narcan) Program
- (4) Resolution 2016-4  
Property Room Audit – Inventory and Audit Agreement

**Gaylord moved, De La Vega seconded approval of 2016 Housekeeping Items.  
Motion passed 3/0.**

4. Matters from the Floor - None

5. Chief's Update – Verbal

- A. Hiring Process - Chief Meehan advised two candidates have been selected. Both candidates are experienced officers and are near the end of the background process. Hope to have them on board in 2-3 weeks.
- B. POST Board Audit – Chief Meehan asked the POST Board to conduct a practice audit to be sure all mandatory policies and training requirements have been met. Overall the department received a good report. The one area of concern is in the process of being corrected.
- C. Building Issues
  - Chief Meehan advised there has been a catastrophic collapse of the surge protector and backup power supply which caused the computers to crash. Preliminary research into this collapse indicates there could be a repair bill of approximately \$15,000. At this point Chief Meehan is unsure if this is covered by insurance.
  - The Chief also advised that the garage door needs repair at a cost of approximately \$2,000 - \$2,500.

6. FUNDING FORMULA (5 year crime stats included with packet)

Chair Zerby reported that the funding formula is up for renewal in 2017. As the 2017 SLMPD budget must be approved by September 1, 2016 it is imperative that any changes in the JPA funding formula (which would require unanimous approval) be done before that time. The funding formula will be placed on the agenda for the next quarterly meeting (April 2016).

Chair Zerby also reported that the city of Shorewood is looking at ways of recouping their cost for snowplowing and maintenance performed on the public safety facility.

7. ADJOURN

**De La Vega moved, Gaylord seconded, to adjourn. Motion passed 3/0. Meeting adjourned at 5:52 p.m.**

Respectfully submitted,

Nancy Swanson  
Administrative Supervisor