

**CENTENNIAL LAKES
JOINT POWERS POLICE GOVERNING BOARD**

**Monday, July 13, 2020
Centennial Lakes Police Department**

1. CALL TO ORDER – 7:00 p.m.

ROLL CALL

Dave Bartholomay, Circle Pines Mayor (Chair)
Jennifer Rauner, Circle Pines Councilmember (attended remotely)
D. Love, Centerville Mayor (attended remotely)
Matt Montain, Centerville Councilmember
Mike Murphy, Lexington Mayor (attended remotely)
Dianne Harris, Lexington Councilmember

Also Present:

Patrick Antonen, Circle Pines City Administrator
Bill Patracek, Lexington City Administrator
Mark Statz, Centerville City Administrator (attended remotely)
Chief James Coan, Centennial Lakes Police
Kathy Honkomp, Centennial Lakes Police

2. CITIZEN FORUM

None.

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

A motion was made by M. Montain and seconded by D. Harris to approve the agenda as presented. Motion carried. None opposed.

Mayor Bartholomay shared about an organized group called “Centennial Students for Change” who arranged a march/rally/protest in support of black lives matter. This march/rally/protest happened on Saturday, July 11th in Circle Pines. Mayor Bartholomay took the opportunity to thank Chief Coan and City Administrator Antonen for helping make the event run smoothly. The two worked with the organizers to ensure compliance was met with city and county ordinances. There were roughly 300 participants in the peaceful event with law/fire/CERT enforcement available if needed. Mayor Bartholomay gave a special thanks to Chief Coan on how well organized the event was in regards to law enforcement.

Mayor Bartholomay suggested a debrief with Chief Coan and City Administrator Antonen as to prepare for any similarly organized future events.

4. CONSENT AGENDA

- A. Recommendation to Approve Minutes of the May 11, 2020 Meeting**
- B. Recommendation to Approve Minutes of the June 25, 2020 Special Meeting**
- C. Financials - Unaudited**

A motion was made by D. Love to approve the Consent Agenda. Motion was seconded by J. Rauner. Motion carried. None opposed.

5. DISCUSSION/ACTION ITEMS

A. Draft of the 2021 CLPD Budget (will present at the meeting)

City Administrator Antonen distributed a draft of the 2021 proposed budget. A final proposed budget will be presented once newly appointed Chief Mork has a chance to view it. A special Governing Board meeting is scheduled for August 10, 2020 at 7:00 p.m. to discuss the final proposed budget.

The draft of the proposed budget shows a small increase which is largely related to personnel costs. The approved union contracts have a 2.75% personnel salary increase for the year 2021. The total overall budget increase from 2020 to 2021 is 2.83%, which is an additional \$75,890.

The amount each city pays per year is weighted by 40% calls, 40% population, and 20% IACP (International Association of Chief of Police) Tri-City formula. The IACP formula is calculated by the type and severity of the call. The amounts payed by each city is averaged using the last three years. The anticipated 2021 budget costs to the City of Centerville will decrease by 1%. The expected costs to the City of Circle Pines will increase by 3% and the City of Lexington will increase by 7.8%.

The personnel expenditures will increase 4.1% due to the 2.75% approved union salary increase. The department's workmens comp insurance dramatically increased by 42% due to a couple large CLPD employee injury claims.

City Administrator Antonen also explained that the 2021 budget is projecting the purchase of another squad vehicle which follows along with the vehicle replacement plan adopted 7 years ago. Chief Coan's department vehicle is 10 years old with low miles.

There was some discussion about the amount and type of calls made to the police department which effects the IACP formula. COVID19 was brought up and the impact in may have on calls in 2020.

D. Bartholomay along with City Administrator Patracek requested a statistical report of the top 20 calls for service for each city.

Chief Coan commented that overall the three cities (Centerville, Circle Pines, and Lexington) are great, safe, stable, wonderful cities with a very low crime rate.

A 7:00 p.m. August 10, 2020 Governing Board meeting is scheduled to go over the final proposed budget for 2021 with newly appointed Chief Mork.

D. Love questioned if Chief Mork decides to change the organizational structure of the department, what would the impact have on the budget? City Administrator Antonen commented that the proposed budget has enough flexibility of job titles to work and move around without effecting the salary portion of the budget.

M. Montain questioned the property/liability insurance amount paid, which already exceeds the amount budgeted in 2020. City Administrator Antonen stated that the department will receive a dividend check from the League of Minnesota in 2020 which will balance that budget line.

Chief Coan reminded the Governing Board about the sizable monetary return anticipated for our participation in a Federal equitable sharing matter. This money is earmarked for the mandated upgrade of our radio communications equipment (including squad and portable radios). The needed communication equipment will cost roughly \$200,000. City Administrator Antonen stated that the departments reserve fund remains very healthy and could pay for the radio communication equipment if the equitable sharing funds are not received in a timely matter.

At the July 15, 2019 Governing Board meeting, it was discussed what would be a sufficient amount to keep in the reserve fund. Currently the department has a healthy amount of \$673,677.99. D. Love asked if the Operations Committee had time to investigate what would be an adequate amount. Due to working on the hiring process of the new Chief and all the issues with COVID19, the Operations Committee had put this project on hold. D. Bartholomay stated the importance of completing this project in the near future to help with possible upcoming budget restraints. The Governing Board is looking for a healthy joint powers agreement reserve fund amount which is different than what a city would have. Centennial Lakes Police Department has performed under budget for the past few years which is why the reserve fund has increased.

City Administrator Statz reminded the Governing Board that Centennial Lakes Police Department's building will be paid off sometime in 2021. This may provide more options within the 2022 budget.

6. OPERATIONS COMMITTEE REPORT

City Administrator Antonen explained that the Operations Committee had been working with the process of hiring the new Chief of Police. After an extensive background check, Chief Mork was offered the position. His starting date will be July 27, 2020.

Due to COVID19, the Operations Committee has not been meeting as often as usual.

7. CHIEF'S REPORT

Chief Coan conveyed that it has been an honor and privilege to serve as the Chief of Police for Centennial Lakes Police Department for the past 10 years. He expressed that the department has hired the right people, provided the right training, the right equipment, the right policies and the right leadership, and therefore the right things have happened. He thanked everyone personally and professionally for a collegial relationship and has felt fortunate to have been the Chief of such a great department and community.

The Governing Board and Operations Committee thanked Chief Coan for a job well done.

8. ADJOURNMENT AT 7:51 p.m.

A motion to adjourn was made by D. Harris and seconded by M. Montain. Motion carried. None opposed.