

**CENTENNIAL LAKES
JOINT POWERS POLICE GOVERNING BOARD**

**Monday, February 8, 2021
Centennial Lakes Police Department**

1. CALL TO ORDER – 7:00 p.m.

A. Naming of Centerville representatives to Chair and Vice-Chair the Governing Board in 2021.

Councilmember Darrin Mosher was designated the Governing Board Chairperson and Mayor D. Love as the Governing Board Vice-Chairperson for 2021.

B. ROLL CALL

Dave Bartholomay, Circle Pines Mayor	(attended remotely)
Dean Goldberg, Circle Pines Councilmember (alternate)	(attended remotely)
Mike Murphy, Lexington Mayor	
Diane Harris, Lexington Councilmember	
D. Love, Centerville Mayor	(attended remotely)
Darrin Mosher, Centerville Councilmember (Chair)	(attended remotely)

Also Present:

Patrick Antonen, Circle Pines City Administrator	(attended remotely)
Bill Patracek, Lexington City Administrator	(attended remotely)
Mark Statz, Centerville City Administrator	(attended remotely)
Chief James Mork, Centennial Lakes Police	
Captain Pat Aldrich, Centennial Lakes Police	
Kathy Honkomp, Centennial Lakes Police	
Kurt Glaser, Attorney	(attended remotely)

2. CITIZEN FORUM

None.

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

A motion was made by D. Love and seconded by D. Bartholomay to approve the agenda as presented. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion carried. None opposed.

4. NEW CAPTAIN INTRODUCTION AND OATH

A. Introduction of Captain Pat Aldrich

Chief Mork introduced Pat Aldrich who had been promoted to Captain. Pat agreed to the Oath of Office as read by Chief Mork. Chief Mork stated that the Captains position will be the designated number two in command and is a critical position for the success of the department. Captain Aldrich is very well skilled and prepared for this position. Pat has been with the department and served the cities of Centerville, Circle Pines and Lexington for the past 22 years. Pats daughter, Alexia, pinned his badge on him. Pat introduced his family that were in attendance.

5. NEW COMMUNITY SERVICE OFFICER INTRODUCTION

A. Introduction of Community Service Officer Jeff Lambrecht

Chief Mork introduced our newly hired CSO, Jeff Lambrecht. Jeff has been a member of the community for 37 years and is very familiar with this area of Anoka County. He has been a CSO for another agency in Anoka County for the past 8 years and understands the job duties. He is a dedicated CSO and would like to make this his career. Welcome Jeff!

6. ADJOURN TO CLOSED SESSION (according to provisions of the Open Meetings Law, Section 13D.05, subs. 2(a)(3) and 3(b);

Consideration of a proposed settlement in a personnel matter.

Motion, in the Matter of the Centennial Lakes Police Department vs personnel matter and the Public Employees Retirement Association; OAH 5-3600-36625, to approve the settlement of the matter.

This Board is authorized to close a public meeting under Minn. Stat. § 13D.05, subs. 2(a)(3) and 3(b).

There is a need for absolute confidentiality for this discussion.

A motion was made by M. Murphy and seconded by D. Goldberg to adjourn to a closed session at 7:08 p.m. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion carried. None opposed.

Closed session discussion.

A motion was made by D. Bartholomay and seconded by M. Murphy to approve the proposed settlement. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion passed. None opposed.

7. RETURN TO OPEN SESSION

A motion was made by D. Bartholomay and seconded by D. Love to return to the open session at 7:20 p.m. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion passed. None opposed.

8. CHIEF'S REPORT

A. Damaged Property of CLPD's Building and Squad Car

Pictures of the recent damage that happened at CLPD was included in the packet. Chief Mork explained the pictures and the events that took place that night. A police squad car that was parked in front of the employee's entrance door was shot. Fortunately, no one was sitting in the squad at the time and no one was hurt. Damage was done to the employee entrance door, a squad car and a laptop that was in the squad car. Suspect Donald Raymond Guse was apprehended soon after the incident and has been charged with dangerous weapon-discharge of a firearm, 1st degree damage to property, 2nd degree DUI, dangerous weapons-drive by shooting toward person-occupied motor vehicle or occupied building, fleeing a peace officer in a motor vehicle, and a probation violation.

A damage claim of \$4,355 has been made through the League of Minnesota Cities and a request for restitution in the criminal case has been made as well.

D. Love inquired on the deductible in which Chief Mork stated was \$1,000.

D. Goldberg commented that he was thankful nobody was hurt in the situation.

D. Harris inquired if something like this had ever happened in the past at CLPD. A few years back there was a suicide that took place right outside the front of the department.

B. Critical Incident Response Discussion

Chief Mork discussed the five keys of a critical incident response:

1. Prevention - Prevent something from happening.
2. Mitigation – If something does happen, steps taken ahead of time to lessen the incident.
3. Preparedness – Training, classes, talking, discussion, having policy and procedures in place.
4. Response – Procedures of actions taken.
5. Recovery – Getting things back to normal.

A resource that CLPD uses is the International Associations of the Chief of Police which provides best practices nationwide. Chief Mork briefly touched on some of the topics such as crowd management, officer involved shooting, riot, peaceful protest, natural disaster, use of force, and a man-made disaster. The department is obligated to comply with many of these policies and some of these polices need to be reviewed in house annually.

Chief Mork touched on the importance of communication and relationships with neighboring departments (police departments, Anoka County Sheriff's Department, Emergency Management and many other departments) in a critical incident situation. He also explained the importance of working with the media in a timely manner and to have only one designated public information officer talk with the media.

Chief Mork's Continuity of Operations Plan is to take the All Hazards Approach. This means during a Critical Incident the department will maintain services to our three cities no matter the cost. The leadership team and officers continually receive critical incident training in a variety of areas.

Chief Mork stated that a meeting location during a critical incident would need to be established and he questioned who would be on the Communication and Management team within each city. Would the representative be the Mayor or City Administrator?

D. Bartholomay commented that he has been through many trainings including the NIMS (National Incident Management System) training. He was the Emergency Management Elected Official of The Year in 2012 and feels this is a very important subject to address. Most critical incidents would happen most likely in one of our cities and not all three cities at once. One of the key items Mayor Bartholomay took away from his training is that you allow personnel to perform their job and that the elected officials are available when needed and called upon by the City Administrator. Mayor Bartholomay thanked the Chief for the discussion on the 5 steps and appreciates all that he is doing.

D. Love also expressed his appreciation and thanked Chief Mork for explaining the current Critical Incident Response plan that is in place.

M. Murphy agreed and thanked Chief Mork and Captain Aldrich for the work they performed in putting this together. Mayor Murphy agreed with the importance of having a Critical Incident Response plan in place.

M. Statz asked the Chief to expand on how the policies are kept current.

Chief Mork explained that one of the companies CLPD contracts with is called LEXIPOL. LEXIPOL are experts in their field and are headed up by an attorney and a former California highway patrol officer. LEXIPOL looks at our policies to see if they are current and keeps us up to date by performing national searches.

9. OPERATION COMMITTEE'S REPORT

City Administrator Mark Statz stated that the operations committee discussions have dealt with the proposed settlement of a personnel matter (6-A) and the items in the Discussion/Action items (11-A though E) on this agenda.

10. CONSENT AGENDA

A. Recommendation to Approve Minutes of November 9, 2020

A motion was made by D. Bartholomay to approve the minutes from November 9, 2020 with one correction on line 4-A, remove the word “law.” Motion was seconded by M. Murphy. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion carried. None opposed.

B. 2020 Financial - Unaudited

A motion was made by D. Love to approve the Financials as presented. Motion was seconded by D. Goldberg. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion carried. None opposed.

11. DISCUSSION/ACTION ITEMS

A. Equitable Sharing Agreement and Certification Form

Captain Aldrich explained that this document is a disclosure of the cash amount CLPD received, the interest CLPD earned and the amount of the closing balance. Once approved by the Governing Board, this document is electronically filed in order to remain in good standing with the program.

P. Antonen requested an explanation of how CLPD receives the funds from this program. Captain Aldrich explained that when a department works with the federal agencies, the department will receive a percentage of the recovered income.

A motion was made by D. Bartholomay to authorize that the Equitable Sharing Agreement and Certification Form be signed and submitted as presented. M. Murphy seconded the motion. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion carried. None opposed.

B. Insurance Liability Coverage Waiver – Does not Waive

M. Statz recommended the board does not waive the insurance liability coverage as presented.

A motion was made by D. Bartholomay to not waive monetary limits on insurance liability and D. Love seconded the motion. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion carried. None opposed.

C. Compensation and Benefit Recommendations for Non-Bargaining Unit Personnel.

M. Statz suggested that the same cost of living compensation (2.75% increase) be extended to the non-bargaining unit personnel as presented.

A motion was made by D. Love and seconded by M. Murphy to approve the 2.75% wage increase to Non-Bargaining Unit Personnel as presented. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion carried. None opposed.

D. Metro-Inet Joint Powers Agreement

M. Statz explained that this is a proposed Joint Powers Agreement with our IT provider Metro-Inet, formally called City of Roseville IT. The City of Roseville no longer desires to house the services and a Joint Powers Agreement has been drafted to allow all entities who belong to the group to continue through a JPA.

D. Love wanted to clarify that this was the same agreement that Centerville City Hall recently passed at their December council meeting. M. Statz confirmed that it was the same agreement.

D. Goldberg commented that he approves the concept but is concerned of how the future board of directors may look. He explained that with 30 plus people on the board of directors, it could pose a problem with agreeing on a decision.

M. Statz commented that we would not be heavily invested if we desired to cease the agreement.

P. Antonen stated that Metro-Inet has the best collaboration within governmental entities. They pool their resources together to provide a top-notch service at a very economical rate.

B. Patracek agreed that Metro-Inet is one of the best IT departments that he has worked with and will continue to support them.

A motion was made by D. Bartholomay to approve the Metro-Inet Joint Powers Agreement as presented. D. Love seconded the motion. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion carried. None opposed.

E. Public Safety Plan

Chief Mork explained that the Operations Committee requested him to pool all safety and security requests into one proposal. In light of the recent damage to the property at CLPD's building and squads as well as the critical incident response discussions, Chief Mork is proposing the following safety and security requests. These requests are similar to what the St. Anthony Police Department implemented after their 2017 critical incident situation.

1. Improve the outdoor lighting at CLPD by replacing inefficient light bulbs with energy efficient LED light fixtures. This will help ensure all light fixtures are operating properly. Proper lighting will enhance the ability of our security cameras. Energy saving from LED lights will pay for themselves over time due to significant energy savings. CLPD received one bid so far which came in at \$7,350.

P. Antonen stated that Circle Pines Public Works recently upgraded outdoor lighting within their parks. Bids from companies that Circle Pines and Lexington have used are estimated at \$5,000 or less.

Chief Mork explained that the proposed lighting will be sensor driven as apposed to being on a timer as it is now.

2. Adding two more outside security cameras. CLPD is requesting security cameras in two additional outside locations to provide a 360-degree coverage of the building. The cost is approximately \$5,500.
3. Office security window film with impact protection. 3M security/window film is commonly used to enhance security measures at police departments/government buildings as well as business storefront windows. Light tinting allows CLPD staff to see outside while making it difficult for those outside to see inside. Impact protection holds glass together when struck with an object, even if struck repeatedly. The cost is approximately \$10,500 (or \$7,500 if we do not include the windows in the conference room).

D. Bartholomay commented that these are good ideas to move forward with, however they were not included in the 2021 budget. If approved, where would the funds come from? He also suggested including the conference room windows with the security window film. If someone broke a window and started a fire, there potentially could be a great deal of damage. D. Bartholomay suggested to approve all three of the proposed items, not to exceed \$25,000.

P. Antonen confirmed that these items were not included in the 2021 budget, but CLPD has enough in the reserve fund to cover the project. The 2020 budget had a \$52,000 surplus which could be used to purchase the proposed safety and security items.

B. Patracek stated that the Operations Committee is recommending these unbudgeted items because they fall under an emergency category.

M. Statz also commented that due to recent events, the Operations Committee feels this is an emergency request for the safety of the police department.

D. Love agreed that the conference room should have the security window film and to approve all three items not to exceed \$25,000. D. Love also inquired if the \$52,000 positive revenue in 2020 was due to the \$100,000 CaresAct money received.

P. Antonen confirmed that the \$52,000 positive revenue was because of the CaresAct money received.

D. Harris questioned about bullet proof glass and needed some clarification. Chief Mork commented that the cost would be quite a bit more. D. Harris asked if the lighting was affected in the building because of the film on the windows. It was confirmed that it does not adversely affect the lighting.

A motion was made by D. Bartholomay and seconded by D. Love to approve the CLPD Safety and Security Proposal as submitted and not to exceed \$25,000 in total cost. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion carried. None opposed.

Captain Aldrich stated that LEXIPOL searches for grants if requested. Captain Aldrich has a scheduled meeting with LEXIPOL to see if there are grants that could help cover the cost of any of the proposed safety and security items discussed above.

12. ADJOURNMENT – 8:16 p.m.

A motion to adjourn was made by D. Goldberg and seconded by M. Murphy. A roll call vote was taken. Mayors Bartholomay, Murphy, Love and Council members Goldberg, Harris and Mosher voted in favor. Motion carried. None opposed.