

**CENTENNIAL LAKES
JOINT POWERS POLICE GOVERNING BOARD**

**Monday, August 8, 2022
Centennial Lakes Police Department**

1. CALL TO ORDER – 7:00 p.m.

A. ROLL CALL

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

Also Present:

Bill Petracek, Lexington City Administrator
Mark Statz, Centerville City Administrator
Patrick Antonen, Circle Pines City Administrator
Chief James Mork, Centennial Lakes Police
Captain Pat Aldrich, 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 D. Bartholomay and seconded by D. Love to approve the agenda as presented. Motion carried. None opposed.

4. SWEARING-IN CEREMONY AND AWARDS

A. New Officer Introduction and Oath, Jacob Chamberland

Chief Mork introduced Jacob Chamberland, CLPD's newly hired Officer. Jacob had worked as a Detention Deputy at the Anoka County jail. He is a graduate of Roseville Area High School and received a Bachelor of Science/Law Enforcement Degree at Mankato State University. Jacob's favorite hobbies are boating and snowmobiling. Chief Mork read and Officer Jacob Chamberland repeated the Oath of Office. Jacob's dad, Tom, pinned his badge on his uniform. Jacob then introduced his friends and family members in attendance.

***** The meeting was re-convened at 7:15 p.m. following a brief reception *****

5. CHIEF'S REPORT

A. Pursuit Policy Change

Chief Mork explained some of the changes that's been made to the department's pursuit policy. Within the last couple of years, more people are fleeing from police and the number of pursuits have dramatically increased with our department as well as state wide. Previously, pursuit policies gave a lot of discretion to the officers but more departments are placing added restrictions in their policies. CLPD's policy now states that Centennial Lakes Police Department seeks to limit motor vehicle pursuits to instances involving only serious felony offenses against persons. Another purpose of this policy is to minimize the potential for pursuit-related collisions. Chief Mork also explained that remote vehicle deactivation is possible with the help of OnStar, if law enforcement maintains visual contact of the vehicle being pursued.

P. Antonen stated that the Governing Board does not need to vote on this matter because it is a Lexipol policy. Chief Mork added that Lexipol watches the mandated policy changes from the state and keeps our department policies up to date at all times.

D. Love inquired and Chief Mork confirmed that if the officer cancels the pursuit, the information is still radioed ahead for other officers to watch for the vehicle. Chief Mork added that an investigation of the situation is still performed.

B. Employee Handbook

Chief Mork presented the department's new Employee Handbook for non-licensed employees. The Handbook is similar to what the non-licensed employees followed in the past. One of the biggest changes is that the front office will stay open on Columbus Day and Good Friday due to the courts being open on those days. The front office employees will now have two floating holidays rather than being off on Columbus Day and Good Friday.

P. Antonen added that the new Employee Handbook was based on the League of Minnesota Cities suggested Handbook.

A motion was made by D. Bartholomay and seconded by D. Goldberg to approve the New Employee Handbook for non-licensed employees as presented. Motion carried. None opposed.

C. Hiring Update

Currently between retirements and resignations, CLPD is looking to fill three patrol officer positions. CLPD has advertised for the positions but have received very few applications. Police departments across the country are facing severe staffing shortages as they struggle to recruit and retain officers. CLPD recently sent Corporal Katy Mannin and Officer Rey Hernandez to the Hennepin Technical College career fair to recruit soon to be graduating officer candidates that are enrolled in their skills program. CLPD is a small department, with three officers short there is a concern as to not burnout the current officers as they fill/work all the needed shifts. So far the officers have been up to the challenge of filling/working the needed shifts and are going above and beyond.

P. Antonen added that we are currently at 102% of the overtime budget with only 58% of the year completed.

There was a lengthy discussion with thoughts and option on how to retain, recruit, and advertise for new officers along with new scheduling ideas for the current officers. The current officers' pay at CLPD was mentioned by officers as a reason for leaving the department. Other reasons are that larger departments have more opportunities for advancement and special assignments such as a Drug Task Force Unit, K9 Units, School Resource Officer, and more Detective positions.

A motion was made by M. Murphy to have a pay increase conversation with Officer Tonda before accepting his resignation. Motion was not seconded. Motion denied.

D. Bartholomay stated that the Governing Board is now aware of the issue and that the three City Administrators along with CLPD leadership need to research and come up with a progression plan. M. Murphy requested that the proposed plan be presented to the Governing Board for final approval.

There was a lengthy discussion with ideas on how to approach the staffing shortages happening at CLPD as well as across the county.

The Officers and Sergeants union contract expires at the end of this year. Currently negotiations are being conducted between the City Administrators and the Union Stewards for a new contract that will start January 1, 2023.

6. OPERATIONS COMMITTEE'S REPORT

B. Petracek stated that the Operations Committee has been discussing and working on all the items previously discussed.

7. CONSENT AGENDA

A. Recommendation to Approve Minutes of May 9, 2022

B. Financials – Unaudited

A motion was made by D. Bartholomay to approve the Consent Agenda as presented. Motion was seconded by D. Goldberg. Motion carried. None opposed.

8. DISCUSSION/ACTION ITEMS

A. 2023 Proposed CLPD Budget

Chief Mork submitted for the Governing Board to review the 2023 Centennial Lakes Police Department proposed budget. The recommended budget is \$3,104,333, up from the 2022 budget of \$2,986,186. The 2023 budget is a 3.96 percent increase in expenditures compared to the 8.61 percent increase last year. There are moderate increases in expenses related to vehicle fuel, vehicle repairs and personnel testing.

Notable increases to specific line items in the 2023 budget are: Salaries-Full Time increases 3.7% (or \$56,408), Salaries-Part Time increases 4.8% (or \$5,553), PERA Contributions increases 3.4% (or \$9,937), Insurance / Health / Life / Disability / Dental / EAP increases 5.4% (or \$10,475), Body Cameras increases 13.8% (or \$2,072) (this is a five-year contract where the price will not change), and Metro-Inet increases 23.6% (or \$16,370). Metro-Inet did increase significantly but the service and firewall protection we receive is of the highest quality.

P. Antonen added that negotiations are underway with the unions regarding the officer's and sergeant's 2023 contracts. The new contracts may affect the budget depending on the decided wage increase. D. Bartholomay questioned and P. Antonen confirmed that this proposed budget, if approved, is the one that each city will present to their city council. If the presented union contracts agree on a larger wage increase than the proposed budget, then the difference will be taken out of the reserve funds. P. Antonen stated that CLPD currently has a healthy reserve amount (\$650,000) and can fund the difference if needed.

D. Goldberg questioned if a \$5,000 increase (\$40,000 from \$35,000) for vehicle fuel is enough for the 2023 budget. P. Antonen stated that the amount budgeted was a rough guess. Chief Mork added that the two new Hybrid vehicles would not use as much gas as the other vehicles in the fleet, which would help with the cost.

P. Aldrich expressed a concern that CLPD needs more officers on staff to handle the call load. D. Love questioned if CLPD received the federal grant to pay for two more patrol officers for three years. Chief Mork explained that CLPD did not get approved for the grant. Chief Mork further explained that CLPD would continue to apply for more grant opportunities as they arise. D. Love questioned if more officers would be needed and if a tier approach should be considered in future budgets. There was a lengthy discussion with ideas and comments about whether CLPD was appropriately staffed with enough officers and if the department's metrics show it properly staffed. M. Statz commented that it was a collective idea to apply for the federal grant for more officers, which means the idea of hiring more officers is being entertained.

B. TRI-CITY POLICE FORMULA REVIEW

P. Antonen explained that the Tri-City Police Formula is from a system devised and accepted by the International Association of Chiefs of Police. It is a formula based on actual police service demands and not simply on population. The formula factors are weighted by 40% calls, 40% population, and 20% IACP formula using a three-year average. The IACP formula considers the lengthier time needed for police officers to process more serious offenses.

Based on the Tri-City Formula, below are the increased/decreased 2023 contract revenue percentages.

1. Circle Pines contract will drop by .50% (\$5,223)
2. Lexington's contract will rise 17.6% (144,833)
3. Centerville's contract will rise 4.7% (42,537)

A motion to approve the 2023 Centennial Lakes Police Department's budget as presented was made by D. Bartholomay and seconded by D. Harris. Motion carried. None opposed.

There was a discussion to advertise using a \$2,500 hiring bonus for officers with 0-3 years' experience and a \$5,000 hiring bonus for officers with three plus years of experience. A lateral pay rate would be determined taking qualifications and experience into consideration.

A motion was made by D. Love and seconded by D. Harris to offer a hiring bonus of \$2,500 for officers with 0-3 years' experience and a \$5,000 hiring bonus for officers with three plus years' experience. Motion carried. None opposed.

9. ADJOURNMENT – 9:30 p.m.

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