

**CENTENNIAL LAKES
JOINT POWERS POLICE GOVERNING BOARD**

**Monday, November 14, 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

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. CHIEF'S REPORT

Chief Mork stated that CLPD received a few good candidates from the recent ad posted to hire police officers. A greater number of applicants applied for the positions because of the way the ad was re-written and because of the hiring bonus (\$2,500 hiring bonus for officers 0-3 years experience and \$5,000 hiring bonus for officers 3 + years of experience).

CLPD recently hired two new officers, Ashley Koivisto and Danielle Wressell. Both Officer Koivisto and Officer Wressell will receive the \$2,500 hiring bonus. Half of the total hiring bonus will be applied to their first paycheck. The second half of the hiring bonus will be applied to their first paycheck following successful completion of their field training program. By accepting the hiring bonus, the newly hired officers agree to a minimum of two years employment with CLPD from their date of hire.

However, if an officer leaves before their minimum 2-year commitment is met, the following early departure penalty will be applied:

- For the officer that received the \$2,500 hiring bonus, a \$100.00 per month early departure penalty will be assessed (example: 3 months = \$300.00.)
- For the officer that received the \$5,000 hiring bonus, a \$200.00 per month early departure penalty would be assessed (example: 3 months = \$600.00.)

Currently CLPD has two patrol officer positions to fill. Chief Mork thanked the hiring committee at CLPD for all the hard work they had done and for being diligent and quick with the process.

Kaitlynn Morin is CLPD's newest Community Service Officer. She was hired at the end of August. Kaitlynn is currently a law enforcement student and will be eligible to be an officer in less than a year.

5. OPERATION COMMITTEE'S REPORT

City Administrator Bill Petracek stated that the Operation Committee had been negotiating the Sergeants' and Patrol Officers' union contracts for the past three months. The contract negotiations went well.

B. Petracek added that in the coming year the Operations Committee will be discussing the Joint Powers Agreement and the IACP (International Association of Chiefs of Police) formula that is currently being used to calculate how the budget is divided between the three cities (Centerville, Circle Pines, and Lexington). Lexington City Administrator B. Petracek along with Mayor Mike Murphy are purposing a change and will suggest alternate solutions.

6. CONSENT AGENDA

A. Recommendation to Approve Minutes of August 8, 2022

B. Financials – Unaudited

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

7. DISCUSSION/ACTION ITEMS

A. Agreement with Law Enforcement Labor Services (LELS) for Patrol Officers 2023.

City Administrator B. Petracek advised the Board that the labor agreement for the Patrol Officers had been approved and signed by the union. Changes to the contract include a 5% increase to their pay and a 1% market adjustment to compensate for increasing patrol wages throughout the metro area and Minnesota. Additionally, the uniform allowance will increase from \$800/year to \$825/year, vacation accrual rate will increase depending on years of service worked. The career development program, non-supervisory Corporal designation, will increase their potential annual compensation from \$1,500 to \$2,000 with \$1,000 payments being made in January and July. Also, the employer shall pay all members of the

bargaining unit (excluding those members that received an employment signing bonus) a \$2,000-dollar retention bonus payable in two installments: \$1,000 shall be paid in the first pay cycle in January; the second payment shall be paid in the first pay cycle in July. This proposed agreement is a one-year contract from January 1st, 2023 through December 31st, 2023.

A motion was made by M. Murphy and seconded by D. Love to approve the agreement with the LELS for the Patrol Officers 2023 contract as presented. Motion carried. None opposed.

B. Agreement with Law Enforcement Labor Services (LELS) for Sergeants 2023-2025

City Administrator B. Petracek advised the Board that the labor agreement for the Sergeants had been approved and signed by the union. Changes to the contract include an increase in compensation of 5% in 2023, 4% in 2024 and 3% in 2025 for a 3-year contract. Additionally, their annual footwear allowance will increase from \$125/year to \$175/year, an increase in the insurance benefits from \$1,080 to \$1,100 a month and changes in pay for court appearances by the sergeants. A monthly pay increase has been added for the Administrative Sergeant of \$300.00 in 2023, \$312.00 in 2024, and \$321.36 in 2025.

A motion was made by D. Bartholomay and seconded by D. Harris to approve the agreement with the LELS for the Sergeants 2023-2025 contract as presented. Motion carried. None opposed.

C. Compensation Recommendations for Non-Bargaining Unit Personnel

City Administrator B. Petracek suggested the matching of the cost of living compensation (5% increase) be extended to the non-bargaining unit personnel. This is the same increase that was given to the union patrol officer employees per their 2023 contract. The non-bargaining unit's negotiations on benefits and wage increase will go back to the table for review for year 2024.

A motion was made by D. Goldberg and seconded by D. Love to compensate the non-bargaining unit personnel with the matching of a 5% cost of living increase on 01/01/2023. Motion carried. None opposed.

D. Annual Audit Proposal

City Administrator P. Antonen explained that the final audit proposal from MMKR will be available next week. The projection will be a 3 to 4% increase similar to the past. MMKR will perform CLPD's audit in coordination with the Circle Pines' and Centennial Fire Department's audit.

A motion was made by D. Bartholomay and seconded by D. Harris to approve the MMKR Certified Public Accountant proposal with up to a 4% increase. Motion carried. None opposed.

E. Acknowledgement of Auditor’s Conflict of Interest Form

The attached Acknowledgement of Auditor’s Conflict of Interest Form needs to be filled out by the Governing Board members, City Administrators and the Chief of Police. These forms are for year 2022 and will be included in the next audit.

F. Insurance Liability Coverage Waiver – Does Not Waive

B. Petracek recommended the board does not waive the insurance liability coverage as presented.

A motion was made by M. Murphy to not waive monetary limits on insurance liability and D. Bartholomay seconded the motion. Motion carried. None opposed.

G. Donations to CLPD form.

Chief Mork explained the Acceptance of Gifts and/or Donations form for the year 2022. Marcus Mork donated \$150 for sports equipment (balls) to connect with the youth. The officers will have the sports equipment (balls) in their squad cars when an opportunity arises.

A motion was made by D. Bartholomay to accept the donations as presented. D. Love seconded the motion. Motion carried. None opposed.

H. Governing Board Chairmanship rotates to Circle Pines in 2023

A motion was made by M. Murphy and seconded by D. Bartholomay that the chairmanship will rotate to Circle Pines in 2023. Motion carried. None opposed.

I. 2023 Proposed Governing Board Meeting Date

Governing Board meetings for 2023 will be held on February 6, May 8, August 14, and November 13. Kathy Honkomp will send out meeting invitations to the Governing Board members.

D. Bartholomay made a motion to approve the Governing Board 2023 meeting dates of February 6th, May 8th, August 14th, and November 13th. D. Mosher seconded the motion. Motion carried. None opposed.

8. ADJOURNMENT – 7:41 p.m.

Mayor Bartholomay thanked Mayor Murphy for his leadership this term and appreciated working with him the past few years.

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