

**CENTENNIAL LAKES
JOINT POWERS POLICE GOVERNING BOARD**

**Monday, February 6, 2023
Centennial Lakes Police Department**

1. CALL TO ORDER – 7:00 p.m.

A. Naming of Circle Pines representatives to Chair and Vice-Chair for the 2023 Governing Board.

Dean Goldberg is designated as the Governing Board Chairperson and Mayor Dave Bartholomay as the Governing Board Vice-Chairperson for 2023.

B. ROLL CALL

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

Also Present:

Patrick Antonen, Circle Pines Administrator
Mark Statz, Centerville 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. Love and seconded by D. Harris to approve the agenda as presented. Motion carried. None opposed.

4. SWEARING-IN CEREMONY

A. New Officer Introduction and oath, Ashley Koivisto

Chief Mork introduced Ashley Koivisto, one of our newly hired officers. Ashley was a graduate of St. Francis High School and also the University of Wisconsin River Falls where she earned a Bachelor's Degree of Science in Criminology and Sociology. She is currently working on her Master's Degree

in Forensic Psychology at Arizona State University. Over the years she has worked security and loss prevention at Target and most recently worked in a Federal Law Enforcement position at the Federal Reserve Bank in Minneapolis. Ashley agreed to the Oath of Office as read by Chief Mork. Ashley's dad, Scott, pinned her badge on her uniform. Ashley then introduced her family and friend in attendance.

B. New Officer Introduction and oath, Danielle Wressell

Chief Mork introduced Danielle Wressell, another newly hired officer. Danielle was a graduate of Stewartville High School and also graduated from the Law Enforcement Program at Century College. Danielle recently was a Minnesota State Patrol dispatcher and also a Commercial Vehicle Inspector. Danielle agreed to the Oath of Office as read by Chief Mork. Danielle's dad, Bill, pinned her badge on her uniform. Danielle then introduced her family and friends in attendance.

****The meeting was re-convened at 7:21 p.m. following a brief reception****

5. CHIEF'S REPORT

Chief Mork recently attended the CLEO (Chief Law Enforcement Officer) and Command Academy training at Camp Ripley. Chief Mork stated that they had great speakers and that he received fantastic training.

Today, February 6th, is Cole Henjum's first day as an officer for our department. Officer Henjum will be introduced and sworn-in at the August 14th Governing Board meeting.

Officer Bryan Johnson gave his resignation and has accepted a position with the Fridley Police Department. Officer Johnson grew up in the town of Fridley and likes the fact that Fridley is a very busy area with more action.

Chief Mork has the honor of being president of the Anoka County Chief of Police Association this year. Chief Mork will facilitate the monthly meetings, arrange special speakers and will organize the inner workings between the Chiefs and County Board of Commissioners.

6. OPERATIONS COMMITTEE'S REPORT

City Administrator Patrick Antonen will be the Operations Committee chair for 2023, as the position rotates every year.

P. Antonen explained that the Operations Committee completed Chief Mork's performance review which was thorough and positive. One of the goals outlined in Chief Mork's review has already been achieved because he attended the CLEO and Command Academy training at Camp Ripley.

The Operations Committee is looking into CLPD's finances and budget, determining ways to improve them.

Administrator Mark Statz added that policing has been in survival mode lately considering the lack of police officer applications and being understaffed. The Operations Committee would like Chief Mork to have the time and opportunity to step back, analyze and create a strategic long-range plan for the department.

7. CONSENT AGENDA

- A. Recommendation to Approve Minutes of November 14, 2022**
- B. 2022 Financial – Unaudited**

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

8. DISCUSSION/ACTION ITEMS

- A. Equitable Sharing Agreement and Certification Form**

This is an annual report that is required by the Federal Government. This document is a disclosure of the forfeiture amount CLPD received, the interest CLPD earned and the amount of the closing balance. The document is then filed in order to remain in good standing with the program. Once approved by the Governing Board, this document is electronically filed.

P. Antonen stated that CLPD is waiting for a large amount of money from this program because of an involvement CLPD had with a federal case that took place in Hugo. These funds have been distributed to CLPD periodically and in small amounts. CLPD received \$6,000 this year and has \$3,712 left to spend in 2023. This money can go towards police items that are not in the budget.

A motion was made by D. Bartholomay to authorize that the Equitable Sharing Agreement and Certification Form be signed and submitted with the change of Dean Goldberg being named the Governing Body Head on page 5. D. Harris seconded the motion. Motion carried. None opposed.

- B. Acceptance of \$1,000 donation from Kwik Trip**

D. Goldberg wanted to thank Kwik Trip for their kindness and generosity and said it was very nice of them to think of the police department/CLPD.

A motion was made by K. DeVries and seconded by D. Love to accept the \$1,000 donation from Kwik Trip. Motion carried. None opposed.

- C. Approval to pursue a COPS grant when/if available.**

Administrator M. Statz explained that the COPS grant is a competitive award program designed to provide funding to supplement a local police agency's budget exclusively to hire additional career law enforcement officers. Accepting this grant is with the understanding that the department will continue to maintain and budget for the additional officer(s) after the three years.

An award consists of \$125,000 per police officer position. The award must be spread out over three years. One officer's salary over three years at CLPD would be \$225,350. One COPS grant award is \$125,000. The cities' responsibility would be \$100,350 for a three-year schedule, if CLPD is awarded and accepts the grant. After three years the officers' full wage is the responsibility of CLPD.

Chief Mork stated that this grant is meant for adding additional career law enforcement officers to the department rather than replacing an open officer's position such as a retirement. Chief Mork added that CLPD has not increased staffing in the past 18-20 years even though the call load has increased and will continue to increase with the developments in Centerville and population growth in Lexington. Policing has changed where more calls require two officers on the scene rather than one officer needed in the past. This is for safety reasons.

D. Love commented that he would like to see a staffing proposal presented by the Operations Committee so that the Governing Board can make a decision on CLPD's staffing as a whole. D. Love added that he does support the idea of hiring more officers if that is what the staffing proposal reveals.

D. Harris questioned the timing of the COPS grant. The application deadline for the grant is May 11, 2023 and the grant winner would be announced in September. If CLPD is awarded, a special Governing Board meeting would be scheduled to ask approval to accept the grant. If awarded and approved, the starting date of the new officer(s) would be the first of the year, 2024.

P. Antonen added that if the grant is awarded and accepted by the Governing Board, then part of the officer's wage would need to be intergraded into the budget over the following three years and their full wage thereafter.

CLPD being fully staffed has 16 sworn officers. This includes one Chief, one Captain, one Detective, three Sergeants and 10 Patrol Officers. Last year the IACP (International Association of Chiefs of Police) formula recommended 17.31 Patrol Officers to cover the three cities. That would be an overall recommendation of 23.31 sworn officers needed to provide service to our three cities.

D. Bartholomay agreed with applying for the COPS grant but would like the Operations Committee to look at the staffing needs for today and for what will be needed in the next few years. He added that some cities are changing with the added businesses and population growth which could affect the policing needs.

K. DeVries questioned what the staffing is for other police departments similar in size to CLPD. Chief Mork stated that Mounds view PD is similar in size and calls to CLPD and that they have five more patrol officers on staff in comparison to CLPD. Lino Lakes PD has 12 more patrol officers on staff compared to CLPD and CLPD has more calls for service per year.

M. Statz added that there is more than one way to look at this situation. There is population, call volume, types of calls (the IACP formula), and looking at other department's staff levels. He added that the Operations Committee would need to determine the level of service and how the cities would want to police.

Chief Mork added that in January and February of this year there were 30 shifts of 8 hours that needed to be filled. This was partly due to being understaffed, granting vacation time, sick time and officers at training or court. The officers have been splitting the shifts and taking 12-hour shifts to fill the needed open spots. Chief Mork stated that CLPD could compile numbers to reveal the current and past call volume to help with the staffing proposal. He also added that an outside agency could be hired to compile the information for more in-depth accounting.

D. Harris agreed with applying for the COPS grant and adding more officers if needed. D Harris added that she would like to find ways to retain our officers and make them happy even though there are fewer opportunities compared to other departments that have K9 units, etc.

D. Goldberg concluded that a staffing proposal from the Operations Committee is requested for the needs of today and for future needs.

A motion was made by K. DeVries to pursue a COPS grant when/if available. D. Love seconded the motion. Motion carried. None opposed.

D. Chief Mork's Compensation

The Operations Committee completed their review of Chief Mork. He successfully passed his performance review. Based on this successful review, the Operations Committee is recommending Chief Mork receive the 5% COLA increase as well as a 2.5% step increase. Also, the Operations Committee is recommending Chief Mork move to the next step on the vacation accrual to accrue 15 hours per month.

A motion was made by D. Bartholomay and seconded by D. Harris to approve Chief Mork's 5% COLA increase, 2.5% step increase and accrue 15 hours of vacation per month. Motion carried. None opposed.

E. Benefits for Non-Union employees

Past practice has been to match the benefits in the police patrol contract with the non-union employees. At the last police Governing Board meeting, the non-union employees received the 5% COLA increase but did not receive the vacation time which increased in the patrol contract. Basically, one hour was added to each of the years of service category. The Operations Committee is recommending approving this change to the vacation time for all non-union employees.

A motion was made by D. Bartholomay to increase non-union employees' vacation of one hour to each of the years of service category. D. Goldberg seconded the motion. Motion carried. None opposed.

9. ADJOURNMENT – 8:00 p.m.

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