

ST. JOHN POLICE COMMISSION

MINUTES OF REGULAR MEETING ON FEBRUARY 11, 2004

The February 2004 Regular Meeting of the Board of Metropolitan Police Commissioners of the Town of St. John was held on February 11, 2004 at 7:30 P.M., as advertised, pursuant to law. Commissioner Dodaro called the meeting to order and then led the audience in the Pledge of Allegiance. Roll call was taken with the following members of the Police Commission being present; namely, William Dodaro, Rose Hejl, and Ronald Vale. Also present were Police Chief Joseph Guzik and Town Council Liaison Charles Pearson. Representing the Law Firm of Austgen, Decker and Phillips PC was Attorney Adam Decker. Commissioner Robert Long was not present at tonight's meeting.

Commissioner Dodaro suspended the meeting at this time for the purpose of plaque presentations. Chief J. Guzik presented a plaque to Corporal Dale Poston honoring his K-9 partner Falko who retired after 10 years of service on January 23, 2004. Chief J. Guzik then presented plaques to William Haas, Jerome Binkowski and Jerri Teibel, and thanked them for the time and service they gave to the Police Commission as Police Commissioners. Commissioner Dodaro, on behalf of the new Commission, thanked the past police commissioners for their efforts as well.

APPROVAL OF PREVIOUS MONTH'S MINUTES

Regarding the January 8, 2004 minutes, Commissioner Vale made a motion to approve the minutes as presented. With a second by Commissioner Hejl, the motion carried unanimously.

CORRESPONDENCE / COMMUNICATIONS

Commissioner Dodaro read a letter received from St. John Evangelist School thanking the Police Department for its presence and the job that the officers do to keep the community safe.

Commissioner Dodaro read correspondence from Chief J. Guzik to Officer Jay Dahlin. Said letter commended Officer Dahlin on a job well done reference criminal mischief in the Schillton Hills Subdivision.

Commissioner Dodaro read correspondence to Chief J. Guzik from Clerk-Treasurer S. Sury, reference Promotional Fund Line Item #399. Said correspondence advised that at the recommendation of the State Board of Accounts, the Promotional Fund Line Item #399 had been removed from the departmental budgets a few years ago. Further, the correspondence advised that Line Item #290 might be utilized for the intended purchase of the appreciation plaques for the Police Commissioners.

Commissioner Dodaro read a memorandum from Clerk-Treasurer S. Sury advising that the funds received from the auction of the five (5) police vehicles could not be returned directly to the Police Department as those vehicles were purchased through Town funds.

ANNUAL TOW MEETING

Commissioner Dodaro advised that per past practice, tonight's agenda includes the Annual Tow Meeting. Letters advising of this meeting were sent to Kubiak's Service, St. John Auto and Stan's Body Shop, some of which had representatives in the audience tonight. Representatives were also present from the Dave's Towing and Emerald Towing, who advised the Commission that they would like to be added into the tow rotation. Mr. Joe Kubiak, of Kubiak's Service, questioned whether there was a need to add additional tow providers. Some discussion ensued. Commissioner Dodaro stated the Commission would take this matter into consideration, review the tow ordinance further, and will advise at a later date as to their determination.

CHIEF'S MONTHLY REPORT – YEARLY REPORT

Chief Guzik read the monthly report for January 2004. Chief Guzik stated that from January 1, 2004 through January 31, 2004, the members of the St. John Police Department logged 14,970 duty miles and responded to 638 incidents. The investigations of these incidents resulted in 8 adult arrests with a total of 15 charges, and 7 juvenile arrests with a total of 7 charges. There were 234 traffic citations issued along with 90 written warnings and 8 parking violations. The grand total of citations issued during the month of January 2004 is 332 citations. Vehicle thefts totaled \$4,000.00 during the month of January 2004. All other thefts totaled \$19,211.00. Total value of recovered property was \$4,250.00. Commissioner Vale made a motion to accept the Chief's Monthly Report for January 2004 as presented. With a second by Commissioner Vale, the motion carried unanimously.

Commissioner Dodaro advised that the Commission was in receipt of Chief Guzik's 2003 Yearly Report, which he felt was very well done. Chief Guzik commended his secretary, Joan Kolodziej, for the work that she did putting this report together. Commissioner Hejl made a motion to accept the Chief's 2003 Yearly Report as presented. With a second by Commissioner Vale, the motion carried unanimously.

CHIEF'S TIMESHEETS FOR REVIEW

Commissioner Dodaro advised that the Commission was in receipt of Chief Guzik's timesheets.

OLD BUSINESS

Retirement of K-9 Falko – This matter was addressed earlier in tonight's meeting.

Computer Update – Chief Guzik mentioned that at last month's meeting, the Commission had given him permission to author a letter to the Town Council regarding the intended purchase of IPTM's CAD system for the Police Department. However, with the issues that have arisen during the past month, he has held off in doing so. Chief Guzik questioned whether he should proceed with writing this correspondence. Commissioner Dodaro stated that presently everything is on hold due to the FBI's investigation of the Town's computers.

REPORTS FROM COMMISSIONERS

Budget – There was nothing new to report on this matter.

Physical Plant – Chief Guzik advised that the recent repairs to the station appear to be effective since the station has not been taking in water during storms as in the past.

DARE – Chief Guzik advised that the DARE Program is in progress, and he anticipates the DARE graduations to be held in approximately three (3) weeks. Commissioner Dodaro asked what the dates are for these graduation programs. Chief Guzik stated the DARE officers have not yet advised of the dates, but he will forward that information to the Commission as soon as he receives it.

Human Resources – Written Exam of January 17, 2004 – Commissioner Dodaro advised that the written exam was administered to 33 applicants on Saturday, January 17, 2004. Of the 33 applicants that were tested, 32 passed the exam.

Human Resources – Process for Creation of Eligibility List – Commissioner Dodaro explained that once the hiring process is complete, (written exam, agility test and interviews), the Commission would then create an eligibility list that will be in effect for two (2) years.

Human Resources – Agility Test Scheduled for Saturday, February 21, 2004 – Commissioner Dodaro advised that the 32 applicants who passed the written exam will now proceed to the Agility Test, which is scheduled for 9:00 A.M. on Saturday, February 21, 2004, at the St. John Police Department. After the results of this test are completed, the Commission will consider dates for interviews.

NEW BUSINESS

Monthly Meeting Date Change to Second Monday of Every Month – Commissioner Dodaro advised that the Police Commission's Regular Meeting date has been officially changed from the second Thursday of each month to the second Monday of each month.

Revised G.O. 11.01 – Care and Use of Departmental Owned Vehicles – No discussion was held on this topic.

Grant Application for Departmental Equipment – No discussion was held on this topic.

Uniform Change for Ranking Officers (Sergeants and Above) – No discussion was held on this topic.

ANY AND ALL

A gentleman in the audience advised that his son is currently in the military service and will be returning to the States later in the year. His son would like to become a St. John Police Officer. Commissioner Dodaro explained that after the current hiring process has been completed, the eligibility list that will then be created will be in effect for two (2) years from that time.

Commissioner Dodaro suggested that this gentleman's son check back in about two years to determine if the Police Department will be going through another hiring process.

MEETING SCHEDULE

The next Regular Meeting will be on Monday, March 8, 2004, with the Work Study Session being held at 7:00 P.M. and the Regular Meeting at 7:30 P.M. in the Town Hall meeting room. Any and all other Executive Sessions will be advertised pursuant to law.

ADJOURNMENT

Commissioner Hejl made a motion for adjournment. With a second by Commissioner Vale, the meeting was adjourned.

Town of St. John, Lake County
Indiana, Board of Metropolitan
Police Commissioners

Rose Hejl, Secretary

ATTEST:

Joan M. Kolodziej, Recording Secretary