

LOWELL METROPOLITAN POLICE COMMISSION
November 14, 2013

The Lowell Metropolitan Police Commission met in regular session on November 14, 2013 at the Lowell Town Hall.

The meeting was called to order at 7:02 p.m.

I. Roll Call

Commissioner Keith Kilmer, present
Commissioner Sharon Patterson, present
Commissioner John Piper, absent
Commissioner Allan Fox, present
Chief Erik Matson, present
Attorney Nicole Bennett, present

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited followed by a brief moment of silence.

III. APPROVAL OF MINUTES OCTOBER 10, 2013 REGULAR SESSION

Commissioner Fox made a motion to approve the minutes from the October 10th, 2013 Regular Session, seconded by Commissioner Patterson. 3 ayes, motion passed.

IV. APPROVAL OF CLAIMS/EXPENDITURES

Commissioner Patterson made a motion to approve the Claims and Expenditures and to send them to Town Council for payment, seconded by Commissioner Fox. 3 ayes, motion passed.

V. CHIEF'S REPORT AND THE REPORTS OF THE COMMITTEES OR MEMBERS

Chief Matson asked the Commission to approve the amendment of the Evidence Property procedure policy where the amendment states that it is called a "Lowell Property Form" to instead being called an EPCD, (Evidence Property Custody Document.) He also stated that the Evidence "Room" is in fact a cage, and has been noted, and requested to be changed.

Chief Matson requested permission to start hiring Reserve Officers from the full time hiring list. He stated that Officer Crawford, who is in charge of the Reserves, will be interviewing the candidates and will pick the top three. The candidates will then have a background check and need to be approved by the Commission.

Chief Matson requested the Commission to approve of the 2013 Certification pay, and also that the Commission recommend to the Town Council to have the College Degree certification pay put into the salary ordinance for the Town of Lowell.

Chief informed the Commission that some of the Officers firearms have been malfunctioning. He stated that he contacted Kiesler's in Indianapolis and they will trade the current firearms (Springfield 45) for the purchase of Glock 45 caliber pistols. The Glock is \$469.00 a piece, but they are willing to give \$306.00 on the Springfields which

makes the purchase price of the new Glocks approximately \$150.00 each. Chief stated that holsters will also need to be purchased at \$81.00 each. The Clerk/Treasurer stated that there is money in the budget to cover the cost. Chief Matson further advised that each Officer will need to qualify with the new pistol, before the trade/purchase is made. Chief stated that Officer Thompson and Officer Kaczmarczyk were sworn in November 12th. With Officer Thompson moving out of dispatch, the part time dispatcher went full time and another part timer has been hired. She began training this week.

Corporal Hornickel and Officer Chase held a Community Policing meeting to discuss burglary prevention. Over 50 people were present and it went very well. Chief Matson stated that on December 7th a Neighborhood Watch meeting will take place at the Lowell Public Library at 2:30 p.m.

Chief Matson requested that the Commission allow him to carry over 10 of his unused vacation days. He stated that due to his promotion to Chief this year, he was unable to use all of his vacation days.

Chief Matson advised the Commission that Halloween went well and there were no problems with Trick or Treating.

VI. INTRODUCTION AND ADOPTION OF RESOLUTIONS

VII. OLD BUSINESS

VIII. NEW BUSINESS

Commissioner Fox made a motion to approve the revised Evidence and Property Procedures 19.1, seconded by Commissioner Patterson. 3 ayes, motion passed.

Commissioner Patterson made a motion to approve the revised Evidence and Property Custody Document Procedures 19.2, seconded by Commissioner Fox. 3 ayes, motion passed

Commissioner Fox made a motion to approve the revised Evidence and Property Procedures, Seized and Recovered Property 19.3, seconded by Commissioner Patterson. 3 ayes, motion passed

Commissioner Fox made a motion to approve the hiring of Reserve Officers off the current Hiring list, seconded by Commissioner Patterson. President Kilmer asked that if the candidates came off the hiring list and had already been interviewed, if it is necessary to interview them again. Chief Matson replied that he would leave that to the Commissions discretion. President Kilmer requested that more than three candidates be interviewed incase one decides they do not want to continue in the Reserve Program. Chief Matson replied that will be fine. Commissioner Fox asked if they needed to go through the testing process again and Chief Matson replied they did not. 3 ayes, motion passed.

Commissioner Patterson made a motion to approve the 2013 Certification Pay, seconded by Commissioner Fox. 3 ayes, motion passed.

Commissioner Fox made a motion to approve the Salary Ordinance Amendment for college credit, seconded by Commissioner Patterson. 3 ayes, motion passed.

Commissioner Fox made a motion to approve the purchase of new Firearms, seconded by Commissioner Patterson. President Kilmer asked how many different price quotes the

Chief got for the Firearms. The Chief replied that this was the only company willing to do a trade on the purchase, and without the trade the Police Department would take a loss on the Springfield firearms. He further stated that he called two other companies and they were not willing to do the trade. President Kilmer asked if the training on the firearms was budgeted in and the Chief replied "yes." Commissioner Fox asked why the Glock firearm was chosen and Chief Matson replied that most of the Officers prefer the Glock and that it was cheaper. 3 ayes, motion passed.

Commissioner Patterson made a motion to promote Abby Hofmann from part time dispatcher to full time dispatcher, seconded by Commissioner Fox. President Kilmer asked if Miss Hofmann had completed the necessary training and Chief Matson replied "yes." 3 ayes, motion passed.

Commissioner Fox made a motion to approve the part time hire of dispatcher Kelly Meyer, seconded by Commissioner Patterson.

Commissioner Fox made a motion to approve the Chief to carry over 10 vacation days for 90 days after his anniversary date on November 23rd, seconded by Commissioner Patterson. 3 ayes, motion passed.

IX. PETITIONS, REMONSTRANCES, AND COMMUNICATIONS

President Kilmer stated that he knows there has been a lot of rumors around town about the burglaries and he would like to commend Chief Matson on opening lines of communication via Social Media. He further stated that Chief Matson has done a good job giving enough information to the Public to keep them informed, while keeping his Officers safe.

Commissioner Fox stated that Chief Matson has shown good character by risking his vacation time to make sure the job is done.

Councilman Early commended Chief Matson and the Police Department on the Town Informational meeting. He stated that it was well attended and very informative and handled very well.

X. ANNOUNCEMENTS

The next meeting was set for December 12th at 7 p.m.

XI. ADJOURNMENT

Commissioner Fox made a motion to adjourn, seconded by Commissioner Patterson. 3 ayes, motion passed.

XII. MEETING REOPENED

Attorney Bennett clarified that the Commission would be voting to allow the Chief to carry over 10 additional vacation days with the 5 vacation days he is allowed to carry over for a total of 15 days.

Commissioner Fox made a motion to resend the vote for Chief Matson's vacation days request, seconded by Commissioner Patterson. 3 ayes, motion passed.

Commissioner Fox made a motion to allow Chief to carry over a total of 15 vacation days, 10 of which must be used within 90 days of the Chief's anniversary date,

November 23, 2013. This motion was seconded by Commissioner Patterson. 3 ayes, motion passed.

XIII. ADJOURNMENT

Commissioner Patterson made a motion to adjourn the meeting, seconded by Commissioner Fox. 3 ayes, motion passed.

Meeting was adjourned at 7:37 p.m.

Keith Kilmer, President

Sharon Patterson, Vice-President