

## COMMITTEE MINUTES

SAFETY COMMITTEE  
December 07, 2022

**MEMBERS PRESENT:** Chief Urso, Heather Paisley and Tammy Meyer

**MEMBERS ABSENT:** Marty Hura, Nina Schroeder. Motion to excuse by Heather, 2<sup>nd</sup> by Tammy all ayes.

**OTHERS PRESENT:** Mayor Clark, Steve Thorn and Michele Stuck

**CALL TO ORDER:** Chief Urso called the meeting to order at 6:00p.m. September 7<sup>th</sup> and November 2<sup>nd</sup> minutes were reviewed. Motion to approve minutes from September 7<sup>th</sup> minutes by Heather, 2<sup>nd</sup> by Tammy, all ayes. Motion to approve minutes from November 2<sup>nd</sup> minutes by Heather, 2<sup>nd</sup> by Tammy, all ayes.

**CHIEF'S REPORT:** Appropriation Status, Vendors, and SRO provided. All reports on file. Chief Urso makes a clarification that during the November meeting there was a question about the Vendors report which purchases and something getting omitted. Chief explains he went back and in July a Staples order was placed for \$185.16 (Summer Order). Chief explains that in December of 2021 another staples order was placed \$194.82. Chief explains that before Head Dispatcher Linda Wilke retired, she placed an order on April 22, 2022 of 10 cases of paper with Crestwood Schools. The order was for \$295.00. Chief clarifies that the order in April was not a Staples order, but was the Order through the Schools. Chief explains by not placing a Staples order at that time lead to a double order on October 22, 2022 costing more. Chief explains that another order for Staples was placed on October 10<sup>th</sup> for \$374.28. Chief explains that a color cartridge was ordered \$180.89 on October 20<sup>th</sup>.

**CITIZENS:** None

**OLD BUSINESS:** \_\_\_\_\_

- ❖ **Halloween Event** – Chief explains that the event was discussed
- ❖ **MSFD Contract** – Chief explains that he would discuss in New Business.
- ❖ **Employee Update** – Chief explains that the employee update is a monthly thing
- ❖ **Patrol Car Status-** Chief explains that he hasn't heard anything, and probably won't hear anything till after Christmas.
- ❖ **Comments** – No comments

NEW BUSINESS:

- ❖ **MSFD Contract** – Chief explains that he met with Chief Roosa. Chief Roosa wanted a 0%, 0%, 0% increase. The language in the new contract states that MSFD will no longer be contributing to the voice recorder, it will solely be the Village's responsibility, costing approximately \$2900-\$3000/yr. Chief explains that he wanted a 3%, 3% and 3%. Chief explains that they came to an agreement that 1.5% for each of the 3-year contract, starting with the first year. Chief explains that its 1.5% across the board. Chief explains that the contract was emailed to Michele, and she provided him with the draft. Chief explains that the draft exhibit will be presented to council. Motion and a 2<sup>nd</sup> will be needed, because Michele will need to pass the contract as an emergency due to the current one ending December 31st. Tammy questions if the contract is needed to be voted on at the Fire Board Meeting. Mayor Clark stated the contract can be moved on to Council pending the approval of the Fire Board. Motion to send the contract to Council with the approval of Fire board by Tammy, 2<sup>nd</sup> by Heather all ayes.
  
- ❖ **Employee Update-** Chief explains he has a list of all the employees. Chief explains that currently working the department has 4 dispatchers. Chief explains the department has 1 dispatcher in training, and 1 dispatcher on a 6-month leave. Chief explains that he is anticipating a letter of resignation after the 6-month leave due to other jobs, and a new born baby at home. Chief explains that if the dispatcher in training is released the department will have 5 dispatchers working. Chief explains in reference to officers, he has one that is on restrictions from their full-time job which results in not being able to work for the department right now due to the Village not having light duty available. Chief explains he has 1 officer that is on a 6-month leave. Chief explains that it leaves him, the SRO, and 4 other officers. Chief explains that the full-time officer Brothers has spent her time in dispatch. Tammy questions if Chief is including Ptl Brothers as one of the 4 dispatchers. Chief explains that his 4 dispatchers are Sarah Harper, Jennifer Lintz, Stephanie Morhidge and Vickie Wilcox. Heather questions if the dispatchers are part-time or full-time, Chief explains they are all part-time. Chief explains that everyone in the department is part-time with the exception of him, Sgt Dunn and Ptl Brothers. Chief explains that the goal is to get Bridget Rinehart to complete her training. Chief explains that Tony Vicich is the patrolman that is restricted from his full-time job, and the goal is to get him back to active status. Chief explains that his goal is to get 2 more dispatchers and 2 more officers. Mayor Clark mentions the officer that also dispatched part-time that is on the 6-month leave. Chief explains that the officer is John Fudella, who originally dispatched for the department then went to the Police Academy to become an officer. Chief explains that due to other employment and the circumstances it resulted in John Fudella taking a leave of absence from the Mantua Police Department. Chief explains the department is hurting, and that the department is doing what it can to keep things going. Chief explains that there is 24 hours a day, 7 days a week which results in 168 hours in a week. Chief explains with 4 dispatchers, that one can give 4 days a week, one can give 4 to 5, another can give 2 and the last gives 3. Chief explains that with the 111 hours those 4 dispatchers are able work, that leaves 57 hours unaccounted for in dispatch. Chief explains that those unaccounted hours is the reason why the cost is so high and why Ptl Brothers is spending no time working as an officer on the road. Chief Urso explains that Ptl Brothers is working over 50 hours in dispatch a week. Chief explains by getting Bridget Rinehart through her training it would alleviate some of the issues. Chief explains its not going to fix the problem though, but should place Ptl Brothers back working as an officer on the road. Chief explains that we are accepting applications if Safety knows anybody.

NEW BUSINESS CON'T:

- ❖ **Fill-A- Cruiser-** Chief explains that the event is Saturday December 10<sup>th</sup>, and the parking will be the same as the year prior. Chief explains the event will be held in the parking lot of Dollar General. Chief explains that there will be tables and Dollar General is providing cupcakes and water. Chief explains that Frito Lay, and Main Street Sub Shop will also be donating food. Chief explains that R44 was possibly donating coffee. MSFD may have equipment depending on staffing. Motion to accept a \$20 donation from a Jake's employee, and Tammy Meyer donated \$100 for the event will be presented at council. Heather questions the time of the event, Chief explains the event is from 11am- 4pm. Chief explains that other Dollar General stores in the area would have donation boxes in their respected stores to also contribute to the event. Chief explains that we invited the Hiram Police Department and they might be joining as well. Chief explains that the Hiram Police Department also made an appearance at the Halloween event. Mayor Clark comments on the number of hours that will be donated for the completion of the event. Chief explains that Ptl Brothers has a list of families in need. Mayor Clark recognizes the number of hours donated. Chief explains that everything for the event is donated, on top of the number of volunteers who donate their time to give back to the community. Chief explains the community appreciates the event. Chief explains the Lions Club is also going to help the department for the 2<sup>nd</sup> year. Mayor Clark expresses her appreciation to the members volunteering their time. Chief encourages members of council to come to the event. Chief explains that it means a lot for council members to show their appreciation to the members of the department. Tammy Meyer questions if Chief is going to be Santa for the event, Chief explains that he is going to be Chief this year. Chief explains it was recommended Sgt Gilbert be Santa this year, but he had a prior commitment with his other employer. Steve Thorn offers to donate coffee. Chief explains the plans for the set up on Saturday morning.
  
- ❖ **Comments or any other New Business:** Heather mentions the Body Armor grant. Heather explains that she couldn't find much information on the grant before. Heather explains that the grant is a 75% / 25% match. Heather wants to make sure that if anyone is in need of body armor or shields, that they are provided with the gear and information. Heather also mentions that with internet sales, other departments are designating a parking spot in their lot for the meet up location. Chief explains that there was talk when it first became popular, but with the department being so limited they did not want to designate a certain spot. Chief explains that people are more than welcome to meet in the front lot since it is under surveillance. Chief also explains there has been cases where custodial drop off/ pick up has also taken place in the front lot of the department. Heather mentions the Firehouse Subs grant. Heather explains the grant opens up January 12<sup>th</sup> at 6am and they only allot 600 applicants per quarter. Heather explains that she is not sure the exact max. Heather explains that it could be 25k, 35k, or 50k but after 50k they deny it. Heather explains that she thinks a specific list of things that have to be quoted by a vendor, but everything has to be documented. Heather explains that partial funding is also an option for expenses like the new cruiser, even if its only 25k. Heather explains that even if the cruiser is not what the grant is used for there is other needs for the department. Heather explains that a decision will need made by January 12<sup>th</sup>. Heather explains that she has been looking more into the grant, and has information that can be given to the Chief. Tammy questions if that grant is something for Sgt Dunn to look into, Chief explains yes. Chief questions if the grant is 25%, Heather explains that it is 100%. Heather explains she printed the previous years task form, which explains everything departments asked for a lot being ATVS. Heather explains they are willing to consider

anything to keep departments afloat. Heather explains that she will continue to work on it, because the letter that is requested in reference to the partial will need to be very specific. Mayor Clark explains that they may need a motion from council to apply for the grant, even though they are unsure what the grant will be used for. Michele explains they usually do legislation for the grants. Michele questions Chief if legislation is required for the grant. Chief explains he was unaware of the grant until 10 minutes prior. Heather explains there is no mention of legislation. Mayor Clark states a motion to move forward with the grant would be needed. Motion to move forward by Tammy, 2<sup>nd</sup> by Heather all ayes. Michele requested all the information be sent to her by Heather.

**COMMENTS/CONCERNS:** None

**ITEMS RECOMMENDED TO COUNCIL:** MSFD contract pending the Fire Board approval, and the Firehouse Subs Grant.

**ITEMS REFERRED TO FINANCE COMMITTEE:** None

**ITEMS REFERRED TO PARKS COMMITTEE:** None

**ITEMS REFERRED TO SERVICE COMMITTEE:** None

**ITEMS TABLED:** None

**NEXT MEETING:** January 4<sup>th</sup>, 2023 @ 6:00 p.m.

**ADJOURNED:** Meeting adjourned at 6:28 p.m. Motion to adjourn by Tammy, 2<sup>nd</sup> by Heather, all ayes.