

**POLICE COMMITTEE  
MEETING MINUTES  
September 1, 2011**

**1. Call to Order**

Chairman McIvor called the meeting to order at 6:00 p.m. in the Council Chambers of the Darien City Hall.

**Committee members in attendance:** Chairman McIvor, Alderman Poteraske and Alderman Joerg Seifert

**Elected Officials in attendance:** Treasurer, Michael Coren

**Staff members in attendance:** Bryon Vana, City Administrator, Deputy Chief David Skala and Deputy Chief John Cooper

**Guest/Residents in attendance:** Ms. Angel Arflack, 399 Tamerton Pkwy, Burr Ridge, (Our Lady of Peace School)

**2. Approval of Minutes**

Alderman Seifert made a motion to approve the minutes of the May 5, 2011 Police Committee meeting; Alderman Poteraske seconded the motion. Motion approved by a voice vote of 3 ayes.

**3. Communications**

Deputy Chief Skala received an e-mail from Alderman Seifert reference a response to a 9-1-1 call that we received. There was a concern from the resident on 79<sup>th</sup> Street. They called 9-1-1 and there was a problem with the initial call. A second call was made which connected to 911. There was a little delay with the fire department and another fire department had come to the scene under a Mutual Aid. Deputy Chief Skala said he looked into it and got the tape from DUCOMM, which is our dispatch center. The call was transferred immediately to Tri-State so this was not a DUCOMM issue.

City Administrator Vana commented that we have a number of addresses in town that are Darien residents, but still have a Willowbrook mailing address. Thus far we know that DUCOMM has the correct information on their side. Deputy Chief Skala said we have a list of address from Scott Coren and it will be verified if these residents have the correct telephone connection to DUCOMM.

**4. Old Business**

a. Stop Sign Marlborough & Lyman

Deputy Chief Skala said this was discussed at the last Police Committee meeting and action was pending follow up from residents, which has not occurred. Chairman McIvor said she had no correspondence from the resident either. The resident was told to talk to other residents on his block and get a petition signed. He was told if he didn't get a petition, there would be no action taken on this matter and none was.

## 5. New Business

### a. Agenda Memo/Surplus Property/Auction Websites

Chairman McIvor gave the floor over to Deputy Chief Cooper on this Agenda Memo. Deputy Chief Cooper said we are looking into getting away from listing things on E-Bay as it is a time consuming activity. Deputy Chief Cooper said he has looked into two companies that do on-line auctions; Property Room.com and Surplus Property. Both companies are used all over the country by many municipalities.

Deputy Chief Cooper said that Property Room.com has higher selling fees ranging from 25% to 75%. Public Surplus fees are up to 10%. Deputy Chief Cooper recommended that the city try Public Surplus. He anticipates that utilizing this company will save staff man hours.

Chairman McIvor asked if there were any questions or comments from the audience. There being none, she asked for a motion to authorize the police department in utilizing Surplus Property to dispose of items listed in Agenda Memo Item #5a. Alderman Poteraske would like to modify the motion to report back after they did a sale and let the Committee know how it worked out. Chairman McIvor seconded the motion. Motion approved by a voice vote of 3 ayes.

### b. Agenda Memo/Our Lady of Peace 5K Run

Deputy Chief Skala said that Our Lady of Peace is sponsoring a 5K run on October 16, 2011, at 8:00 a.m. The run mimics the Darien Dash 5K run and there is very little impact on the neighborhood. The police department will not absorb any overtime cost for this event as on duty officers will be utilized. Chairman McIvor asked for a motion to approve the request of Our Lady of Peace 5K run on October 16, 2011. Motion approved by a voice vote of 3 ayes. Chairman McIvor asked Ms. Aflack, who was in the audience, about contact information. Ms. Aflack said you can call Our Lady of Peace School or use "sign me up.com". She also hoped it would be in the Patch.

## 6. Department Report

### a. Overview Monthly Statistics

Deputy Chief Skala provided the committee in the packet with the statistical overtime monthly report regarding the street staffing guideline. He reported nine stacked calls for the month. Total scheduled overtime to date is \$50,800. This is due to the number of officers out on medical leave, which totals four. Deputy Chief Skala hopes to have two officers back in the middle of the month, one back to regular duty and the other for light duty. It is unknown when the other two officers will be back. Alderman Poteraske asked about disability options for those officers. Deputy Chief Skala explained it is not a workman's comp issue and sick leave is being used. He added that when leave time is exhausted, donated time will be used as authorized by the union contract.

### b. Community Service Officer Duties

Deputy Chief Skala gave an overview of the duties of the Community Service Officer. Alderman Poteraske asked if our CSO worked a lot of overtime and Deputy Chief Skala responded very little. Alderman Poteraske also commented that Woodridge has more Community Service Officers and they use to perform many of the clerical aspects of the

police duties that the sworn personnel do. Alderman Poteraske also asked if the CSO would be able to perform the duties of the SRO at the high school. Deputy Chief Skala said it would not be possible. The SRO performs duties that only a sworn officer could do.

Deputy Chief Skala also mentioned that we had nineteen students graduate from the Jr. Police Academy, which was the largest class we had. We are also having a Citizens Police Academy Sept. 14 through December 14<sup>th</sup>. We have approximately ten people signed up and Chairman McIvor and Laura Williamson from the Patch will also be in the class. The ideal class size is ten according to Officer Nick Skweres.

Alderman Poteraske said he had a number of things to discuss. First, he requested an update on DUCOMM. Alderman Poteraske questioned if it is working better than it used to, the same or worse and what issues are outstanding that the police department are unhappy about. Deputy Chief Skala said better or not better is something we can't quantify. He said that it is a different form of dispatch since it is a consolidated center. Deputy Chief Skala said there have been procedural situations DUCOMM was made aware of and they have been willing to address them. He added that Sgt. Rentka is a member of the police operations committee designed for first line supervisors to review operational issues.

Alderman Poteraske questioned if an additional clerical burden on officers due to the move to DUCOMM. Deputy Chief Skala said there are a couple of extra forms for LEADS that officers have to complete that they didn't have to do before. All forms can be located on DUCOMM's website.

Alderman Poteraske asked about the PD training room. His concern was that room is used by the public, and sometimes children are present. He questioned what prevents someone in the lobby from causing a scene that could be heard by the children in the training room and if this should be a concern. Alderman Poteraske further questioned if we should avoid the issue by not opening the training room to the public with children. Deputy Chief Skala said the issue has never come up. He added that Records Department personnel are always monitoring the actions of those in the lobby and would alert the on duty police supervisor of any situations need to be addressed. Deputy Chief Skala said that our lobby is no different than any public lobby in any other police building.

Alderman Poteraske also mentioned that we have police officers at the end of their shift going to their cars in an open parking lot. He asked if we had ever thought about gating the lot. He had discussed this idea with Mr. Vana earlier. Deputy Chief Skala said he does not know of any police departments in the area that have gated lots, including the Chicago Police. Deputy Chief Skala stated that the lot is monitored by cameras and that it would be a costly addition.

Treasurer Mike Coren said he had a resident ask him a question about crossing guards. He said this resident saw two crossing guards on the same side of the street (75<sup>th</sup> & Cass) talking. Treasurer Coren questioned if two guards are needed at that intersection and who pays for their salary. Deputy Chief Skala said that crossing was always meant for two crossing guards because it is a busy intersection and that the Police Department pays their salaries.

Deputy Chief Skala remarked about the Administrative Tows. He said the new program is going well and our officers have taken eighteen cars. Everything is in effect from that new ordinance.

**7. Public Comment**

There was no public comment other than comments made during the individual items' discussion.

**8. Next Meeting Date**

Chairman McIvor announced that the next Committee meeting will be on Thursday, October 6, 2011, 6:00 p.m. in the City Council Chambers.

**10. Adjournment**

The Committee Meeting was adjourned at 6:53 p.m., motion by Alderman Poteraske, second by Alderman Seifert; motion carried by voice vote of three ayes.

Minutes Submitted by: Deputy Chief David Skala

Approved: \_\_\_\_\_  
Date

Alderman: \_\_\_\_\_  
Joerg Seifert

Chairman: \_\_\_\_\_  
Sylvia McIvor

Alderman: \_\_\_\_\_  
John Poteraske