

**POLICE COMMITTEE  
MEETING MINUTES  
February 3, 2011**

**1. Call to Order**

Chairman McIvor called the meeting to order at 6:05 p.m. in the Council Chambers of the Darien City Hall. Committee members in attendance: Aldermen John Poteraske and John Galan. Staff members in attendance: Chief of Police Robert Pavelchik, Deputy Chief David Skala, Deputy Chief John Cooper  
Elected Officials in attendance: City Treasurer Michael Coren  
Guest/Residents in attendance: Lauren Williamson, reporter Darien Patch

**2. Approval of Minutes**

Alderman Galan made a motion to approve the minutes of the January 6, 2011 meeting; the motion was seconded by Alderman Poteraske. Minutes approved by a voice vote of three ayes.

**3. Communications**

There were no communications.

**4. Old Business**

a. Booking & Towing Fee Ordinance

Deputy Chief Cooper discussed with the Committee a draft of the Towing Fee Ordinance. He explained that the police command staff had reviewed the draft from the city attorney and had been engaged in discussions with the city attorney about this ordinance. The Committee discussed minor changes to the ordinance with Deputy Chief Cooper. This discussion included:

1. towing and the towing fee shall be imposed on open liquor violations,
2. possession of cannabis should have some measurable amount stated per the advice of the city attorney,
3. driving while license suspended for emissions should be exempted, and
4. dumping violations will be included.

The Committee asked Deputy Chief Cooper to prepare the ordinance for the City Council. Alderman Poteraske asked where booking fees are in this ordinance; D. C. Cooper explained that the city attorney recommends adding the booking fee into the regular fee schedule currently in the City Code.

**5. New Business**

a. Purchase Agenda for Radio Fire Alarm System Monitoring Service Contract

Chief Pavelchik and Deputy Chief Skala explained to the Committee that the move to DU-COMM Dispatch will necessitate the installation of a Radio Fire Alarm Monitoring Device in the police facility. They explained that City Hall currently has this type of monitoring device. Alderman Poteraske made a motion that staff be directed to research modifying the current agreement with the Darien Woodridge Fire Protection District to add a second device to the

contract. The motion was seconded by Alderman Galan and approved by a voice vote of three ayes.

b. Purchase Agenda for System 4000 Telemetry Siren Controllers

Chief Pavelchik and Deputy Chief Skala explained to the Committee that the move to DU-COMM Dispatch will necessitate the installation of Telemetry Siren Controllers for the weather alert sirens. Currently the City of Darien has here weather alert sirens that are activated by radio controller from the Darien Area Dispatch Center. When the City switches dispatch services to DU-COMM, DU-COMM will activate the weather alert sirens. New Telemetry Siren Controllers need to be installed by Darien in order for DU-COMM to activate the sirens remotely. Alderman Poteraske made a motion to approve the purchase of the System 4000 Telemetry Siren Controllers as outlined in the Agenda Memo. Alderman Galan seconded the motion and it was approved by a voice vote of three ayes.

c. Agenda Memo Sale/Disposal of Surplus Property 2004 Nissan Altima

Motion by Alderman Galan to approve the sale/disposal of surplus property, a 2004 Nissan Altima, as outlined in the Agenda Memo. Chairman McIvor seconded the motion and it was approved by a voice vote of three ayes.

**6. Department Report**

a. Overview of Monthly Statistics

Deputy Chief Skala briefed the Committee on the police department's activities during the recent blizzard. He also told the Aldermen that we are investigating several ruse burglaries where offenders claim to be electrical workers and force their way into people's homes.

b. FYE12 Draft Budget

The Committee began a discussion of the FYE12 draft police budget. The draft budget used for this discussion has been reviewed and adjusted by the City Administrator. Alderman Galan questioned whether or not this budget accurately reflected wages for the sworn officers. Chief Pavelchik explained that the FYE12 salary line item has assumptions made about potential police union wages. What is not calculated in either FYE11 or FYE12 is any amount of retro pay. If the contract is settled in FYE11 retro pay will impact the estimated actual budget; if the contract is settled in FYE12 the retro pay will be an expense in the budget.

Alderman Galan also questioned the FYE12 budget numbers for dispatch services. He explained that he had had a discussion with Administrator Vana and did not fully understand where any potential dispatch savings were. Chief Pavelchik read an e-mail to the Committee that had been sent to Alderman Galan earlier today. In the e-mail the Chief referenced the October 7, 2010 Police Committee discussion about dispatch services and how the Darien Area Dispatch budget had been supplemented with monies from the dispatch fund balance (copy of the e-mail attached).

The Committee carried on topics on the following line items in the draft FYE12 police budget: civilian salaries, police officer salaries, overtime including comp sell back and police pension. Alderman Poteraske commented that there were no new police cars in this budget;

the Chief replied that the City Administrator had removed the car project. Alderman Poteraske also noted a large increase in the consulting services line item; he was informed that the DU-COMM charge was in this line item. Alderman Galan asked to discuss the comp time pay out of \$210,000 in the police overtime line item. Chief Pavelchik told the Committee that the \$210,000 is somewhere between the total comp liability and the amount that is actually cashed out. Alderman Poteraske asked about the training budget that was previously discussed at the January Police Committee Meeting and was told that he had not changed.

Chairman McIvor questioned the sergeant's test under boards and commissions. Deputy Chief Skala informed her that this test had been pulled in FYE11 to save \$20,000 and cautioned that if this test is delayed again, both a patrolman's and sergeant's test will be required in FYE13.

The Committee and the staff held a round table discussion about whether or not the car project would make good financial sense this fiscal year. With the car project pulled until FYE13 almost \$200,000 of capital items (computers, radios and installation costs) will need to be purchased in FYE12. Staff will work with Administrator Vana to crunch these numbers in an effort to advise the Council on the financial benefits of moving forward with or delaying the car project.

**7. Public Comment**

There was no public comment.

**8. Next Meeting Date**

Chairman McIvor announced that the next Committee meeting will be on Thursday, March 3, 2011, 6:00 p.m. in the City Council Chambers.

**10. Adjournment**

The Committee Meeting was adjourned at 8:03 p.m., motion by Alderman Galan, second by Alderman Poteraske motion carried by voice vote of three ayes.

Minutes Submitted by: Chief Robert Pavelchik

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

Alderman: \_\_\_\_\_  
John Galan

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

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