

MINUTES  
PUBLIC SAFETY COMMITTEE MEETING  
SEPTEMBER 6, 2022, 6PM  
CITY HALL - COUNCIL CHAMBERS  
5 E. BUTLER ROAD  
3<sup>rd</sup> meeting

Committee Members present: Carol King (Chair), Frank Allgood, and Jason Kraeling

Others present: Chief Brian McHone, Chief George Miller, and Interim City Administrator Rebecca Vance

1. Call to Order- Chairwoman King

Chairwoman King shared how sorry we all are that Sgt. Sam Harrell passed away over the weekend.

2. Public Comment-

Diane Kuzniar: I live at 503 Knollwood Drive. I wanted to share with you some concerns I have heard from the open burning. I just wanted to share that with you. Smoke is getting in their homes, ashes on the porches. One resident sent me a picture of ashes in his hand that he picked up off of his front porch. Page 8 of your packet in the ordinance, on 4c, "The applicant shall conduct the burn at such location and under such conditions that smoke or fumes will not go onto any roadway or the property of others and not pose a health or environmental hazard." I believe when we approved the permit, the question was asked if they would be burning on windy days and we were told oh no, only burning when the weather is amenable to that. The day I got the text was the day it was breezy outside. I just wanted to bring that up.

3. Reading and Approval of Minutes

a. Public Safety Committee Meeting: August 1, 2022

**Motion:** Councilman Kraeling made a motion to approve the minutes with Councilman Allgood seconding.

**Vote:** The vote was unanimous (3-0).

4. Reports or Communications from City Officers

a. Fire Chief Brian McHone

i. Budget Review- The budget looks good.

Chief McHone said he spoke to Andy Brown of Terra Flex and told him of the concerns that were being brought up regarding the open burning. Mr. Brown said he would tell the superintendent to be mindful of the weather. The burning should be done by the end of the week.

b. Clerk of Court- No report this month.

i. Budget Review

The applicant that was chosen has accepted the position of Clerk of Court.

c. Police Chief George Miller

i. Budget Review- The budget looks good.

Chief Miller thanked the departments for their help with National Night Out. The department received a box of toys for Christmas in July for the Victim's Advocate to hand out to children who may be in distress.

The fire and police departments will deliver Meals on Wheels on September 28<sup>th</sup>.

5. Unfinished Business- There is no unfinished business.

6. New Business

a. Open Burning Ordinance- The ordinance will be amended to remove the provision that Council has to approve burn permits. The Fire Chief or his designee will be the one to issue permits.

Councilman Kraeling said if someone is not complying with the conditions of the permit, the Fire Chief can stop the process and pull the permit. The ordinance as written gives the ability to pull the permit if needed.

**Motion:** Councilman Kraeling made a motion to send this item to Council with Councilman Allgood seconding.

**Vote:** The vote was unanimous (3-0).

b. Bid for K9 car upfit

Unique Lighting Solutions bid on the project. They have worked on our vehicles previously.

**Motion:** Councilman Allgood made a motion to send this item to Council with Councilman Kraeling seconding.

**Vote:** The vote was unanimous (3-0).

c. Bid for Police Car upfit

Unique Lighting Solutions bid on these cars as well.

**Motion:** Councilman Allgood made a motion to send this item to Council with Councilman Kraeling seconding.

**Vote:** The vote was unanimous (3-0).

d. Record Retention Schedule

This item is regarding adoption of a personnel file record retention schedule. Personnel files will be destroyed five years after the employee leaves employment. Councilman Allgood asked if there was a policy for all city employees' records. The Interim Administrator find out. Chairwoman King said because of various standards, the police department has to operate a little differently than the other city departments.

**Motion:** Councilman Kraeling made a motion to send this item to Council with Councilman Allgood seconding.

**Vote:** The vote was unanimous (3-0).

e. Contract with DJJ

We have an annual contract with the Department of Juvenile Justice to house our juveniles. The charge is \$50.00 a day. The City Administrator will sign the contract.

**Motion:** Councilman Kraeling made a motion to send this item to Council with Councilman Allgood seconding.

**Vote:** The vote was unanimous (3-0).

7. Public Comment- None

8. Committee Concerns- None

9. Adjournment- Chairwoman King adjourned the meeting at 7:22 p.m.

Respectfully Submitted,  
Cindy Miller  
Municipal Clerk