

EAST WINDSOR POLICE COMMISSION
REGULAR MEETING: August 11, 2010
East Windsor Police Department

1. CALL TO ORDER AND ATTENDANCE:

Meeting was called to order at 7:00pm by Chairman Sinsigallo. Commissioners Sherman, Nelson and Sauerhoefer were present as well as Chief of Police Edward DeMarco and Deputy Chief Roger Hart. Commissioner Stremper was absent and excused from tonight's meeting.

2. ADDED AGENDA ITEMS:

MOTION made by Commissioner Sherman to add agenda item "request for line transfer" under *7. New Business*. **SECONDED** by Commissioner Nelson.

VOTE IN FAVOR: Nelson/Sherman/Sauerhoefer

ALL THOSE VOTING, VOTED IN FAVOR, MOTION CARRIED.

3. PREVIOUS MEETING MINUTES:

The minutes from the July 14, 2010 regular meeting were reviewed by all commission members. **MOTION** made by Commissioner Nelson to accept the regular meeting minutes of 7/14/10, as presented. **SECONDED** by Commissioner Sherman. No further discussion.

VOTE IN FAVOR: Nelson/Sherman/Sauerhoefer

ALL THOSE VOTING, VOTED IN FAVOR, MOTION CARRIED.

4. BUDGET AND EXPENDITURES:

A) Police Department – Monthly Billing: **MOTION** made by Commissioner Nelson to accept the monthly billing as of 8/6/10 with a total amount of \$ 16,320.43. **SECONDED** by Commissioner Sherman.

Commissioner Nelson questioned what vendor "LexisNexis" provides. Deputy Chief Hart explained that they provide the accurate program to run database checks on backgrounds for perspective employees and for investigative purposes.

No further discussion.

VOTE IN FAVOR: Nelson/Sherman/Sauerhoefer

ALL IN FAVOR, MOTION CARRIED.

B) Police Department – Financial Statement: **MOTION** made by Commissioner Nelson to accept the monthly financial statement, as presented. **SECONDED** by Commissioner Sherman. No discussion.

VOTING IN FAVOR: Nelson/Sherman/Sauerhoefer

ALL IN FAVOR, MOTION CARRIED.

C) Police Commission – Monthly Billing: MOTION made by Commissioner Nelson to approve the monthly billing dated 7/31/10 in the amount of \$ 125.61. **SECONDED** by Commissioner Sherman. No discussion.

VOTING IN FAVOR: Nelson/Sherman/Sauerhoefer

ALL IN FAVOR, MOTION CARRIED.

D) Police Commission – Financial Statement: MOTION made by Commissioner Nelson to accept the police commission monthly financial statement dated 7/31/10, as presented. **SECONDED** by Commissioner Sherman. No discussion.

VOTING IN FAVOR: Nelson/Sherman/Sauerhoefer

ALL IN FAVOR, MOTION CARRIED.

5. UNFINISHED BUSINESS:

None

6. TRAFFIC AUTHORITY:

None

7. NEW BUSINESS:

A) Request for Line Transfer

Chief DeMarco handed out a memo to the commissioners (dated 8/11/10) regarding a request for transfer of \$0.76 from account 1-01-15-2145-1-101, Part Time to account 1-01-15-2145-1-124, Clerical.

Deputy Chief Hart explained that a salary line can not be in the negative at the end of the year and that the treasurer needs to balance the salary lines.

MOTION made by Commissioner Nelson to approve the request for transfer, regarding the memo dated 8/11/10 from Chief DeMarco, in the amount of \$0.76. **SECONDED** by Commissioner Sherman.

VOTING IN FAVOR: Nelson/Sherman/Sauerhoefer

ALL IN FAVOR, MOTION CARRIED.

Discussion followed. Deputy Chief Hart commented that in order to avoid situations like this in the future, the Police Commission can make a motion to give authority to the Treasurer to balance lines in an amount to be determined, up to a specific amount. Deputy Chief Hart reiterated that this is simply for “housekeeping purposes” only.

MOTION made by Commissioner Nelson to give standing authority to the treasurer’s office to make appropriate salary line item transfers during the close of the fiscal year up to, but not to exceed, \$100.00 for the purpose of balancing salary lines. **SECONDED** by Commissioner Sauerhoefer.

No further discussion

VOTING IN FAVOR: Nelson/Sherman/Sauerhoefer

ALL IN FAVOR, MOTION CARRIED.

8. COMMUNICATIONS:

- A) Letter, dated 7/19/10, from East Windsor Police Union announcing new Executive Board (effective 7/19/10)

Union President: Jeff Reimer

Vice President: Byron Smith

Treasurer: Jamie Grzegorek

- B) Email regarding Traffic Investigation Report #046-1003-01 stating permission to remove the traffic control signal at the intersection of Route 191 and EW Middle School. Chief DeMarco added that the Superintendent of Schools was officially notified last week that they (Board of Ed) can officially remove the light.
- C) Copy of signed Settlement agreement, dated 7/14/10.
- D) Memo, dated 7/16/10, from Officer R. J. Drolett

9. MONTHLY REPORTS:

- A) Chief of Police – Provide information to the commissioners

Commissioner Nelson asked what a “cafeteria plan” is (pg. 2, item4). Deputy Chief Hart explained that about 8-9 months ago police union members asked why the clerical union members were able to have their medical premiums/co-pays pre-taxed, but the police union members did not. Deputy Chief Hart explained that a “cafeteria plan” – or Section 125 (IRS) – is a fund to have members put (pre-tax) money aside to pay for medical expenses/premiums, which will reduce their taxable salary. Deputy Chief further explained, after researching, that members of this union were not notified ahead of time to join in to a cafeteria plan. He concluded by stating that most members are now participating.

Chief DeMarco commented that he and the Deputy Chief will keep the police commission updated on the budget as needed. Deputy Chief Hart explained that some money is not in the right place and that funds may need to be moved at a later date. As an example, Deputy Chief Hart asked the commissioners to refer to line 390 on their budget worksheets to show that this number is not accurate due to the fact that there is no longer a part time maintenance worker on staff, at the department. That salary was not moved to line 390 (where the contractor will be paid from) as it should have been because it was reverted back to last year’s adjusted budget. Deputy Chief Hart assured the commission that he and the Chief communicate with the Treasurer three or four times a week and that the commission will be kept informed as the budget moves along.

Commissioner Sherman asked what the outlook is with regards to replacing the retiring police officers. Chief DeMarco responded that the written test for candidates is scheduled for 9/11/10 and they will push forward. He added that they are looking at all candidates – there are lateral transfer candidates as well as new officers. Chief DeMarco commented that the ultimate goal is to find the best candidate.

Deputy Chief Hart added (with regards to lateral transfer) that with the current financial status of the town, an officer may not want to leave the security of their current position to move into the department and face uncertain budget issues. Brief discussion followed.

Commissioner Sauerhoefer asked for a brief update on the O/T status. Chief DeMarco replied that the variable O/T has more than tripled this pay period.

B) Commission Members: none

10. PUBLIC INPUT – Comments and Discussion (5 minutes maximum time per subject)

None

11. EXECUTIVE SESSION:

A) Legal Update

MOTION made by Commissioner Nelson to go into Executive Session (7:22pm) to include the Chief and Deputy Chief. **SECONDED** by Commissioner Sauerhoefer.

VOTE IN FAVOR: Nelson/Sherman/Sauerhoefer

ALL IN FAVOR, MOTION CARRIED.

Executive Session ended at 8:04pm.

No action taken.

12. ADJOURNMENT:

Commissioner Nelson made a **MOTION** to adjourn the regular meeting at 8:05pm. **SECONDED** by Commissioner Sherman.

VOTED IN FAVOR: Nelson/Sherman/Sauerhoefer

ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Christine Pellegrini

EWPC Recording Secretary