

Village of Harveysburg

Police Committee

February 28, 2022 – 6:30 PM

Members Present:

- Mayor Richard Verga
- Mark Tipton – Acting Chairman
- Kim Herberth
- Charles Juniel
- Richard Pottenger – Police Chief

Absent: NONE

Village Staff Present:

- Mary Wilkie – Fiscal Officer
- Heather Matuszak – Clerk of Council

Visitors / Guests: NONE

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This is a summary of the meeting of the Harveysburg Police Committee held February 28, 2022, at 6:00 PM. Upon request, a recording of the meeting is available for review.
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Acting Chairman Mark Tipton called the meeting to order at 6:40pm.

Roll Call: Mayor Verga, Juniel, Pottenger, Herberth, Tipton

Mayor Verga appoints Kim Herberth as the new chairman beginning at the next Police Committee meeting.

Harveysburg PD report: Chief Pottenger

Chief Pottenger states that on Ordinance 0-05-03 regarding removal of vehicles in snow emergencies, he would like to see the fees increased for storage.

Mr. Tipton states we can have a new ordinance written by Mr. Webb if we would like to make changes.

Chief Pottenger begins his report:

-Vehicle #2 has been sent to County for the installation of a new computer.

-Vehicle #1 will be sent for the installation of a new computer when we receive vehicle #2 back. They will also look at the siren to see if it can be repaired or if it needs replaced. If the siren head needs replaced, we will have to pay for it. If it is the siren control, that is still covered under warranty.

-He would like to request approval for the holsters (6) and mics (6) to accompany the new radios. County will provide the equipment for a cost of \$1,050.00.

-He spoke with Mr. Tipton about the need for new shotguns. The desired shotguns are not currently available (Remington 870 LE model) and will not be available until June 2022. We will need new mounts in the vehicles as well.

Mr. Tipton asks if the officers are currently qualified with the shotguns they do have. Chief Pottenger responds that they are not certified and that is being corrected soon.

-We are still citing speeds over 70mph on SR 73. On Sunday February 27th, 13 citations were written for excessive speeds.

-He has received the 2022 mandates from OPOTA. Most can be completed online, and the Lieutenant is checking with OPOTA to see what he is certified to teach. County has offered the use of its training room and technicians to assist agencies using online classes.

-Chief Pottenger and Officer Cruse went to a class last week for 4 hours training.

-We still need to adopt the 2022 Ohio Basic Code for Village enforcement.

-Village coverage is up to 8-12 hours daily.

-He would like approval to order ammunition through Kiesler before March 31, 2022. After this date, the price is expected to increase by 20% with the next contract. If we order now, delivery is expected to take a year.

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Mr. Tipton reports that when looking over timesheets for officers the first 3 pay periods of 2022, he found 6 discrepancies in the timesheets.

- Cruse logged 10 hours and only worked 9 hours. (Jan. 22)
- Pearson worked 4 hours and was paid for 5 hours. (Jan. 26)
- Cruse worked 10 hours and was paid for 9 hours. (Feb. 5)
- Perkins worked 7.25 hours and was paid for 6.25 hours. (Feb. 11)
- Cruse worked 10 hours and was paid for 11 hours. (Feb. 12)
- Cruse worked 1.5 hours and was paid for 2 hours. (Feb. 17)

Mayor Verga asks why there are so many discrepancies. Chief Pottenger responds that he will need to look over the timesheets.

Mr. Tipton states that it appears Officer Cruse has taken over training of new officers.

Chief Pottenger responds that he has been training new officers when available.

Mr. Tipton asks if Chief Pottenger is training officers anymore. Chief Pottenger responds that he trains as needed.

Mr. Tipton asks if Chief Pottenger patrols the road. Chief Pottenger responds that he still does when he is able but has been busy with getting the office work caught back up.

Mr. Tipton asks about the vests received by the grant. He states he found that Ron Fields has yet to return his vest after leaving the department.

Chief Pottenger has made arrangements to get the vest but has not been able to get it yet due to Mr. Fields now living in Tennessee.

Mr. Tipton states Officer Zeigert has been inactive for the 2 years he has been on the roster and that he still has a vest in his possession. Chief Pottenger responds that Officer Zeigert is now back on the training schedule.

Mr. Tipton asks if equipment is monitored properly when officers leave or are inactive. Chief Pottenger states he was aware that Mr. Fields had not turned in the vest when he left, and it was documented in his paperwork.

Mr. Tipton asks where the old vests are located. Chief Pottenger responds that he is the only one left that has an old vest.

Chief Pottenger states that in the past council had approved officers get to keep the vests after working for the department for a period of one year.

Mr. Tipton states he has not seen that documented in any previous Minutes. Nobody present can recall when this was approved. Mr. Tipton asks if it is normal practice at other departments to walk away with their vests after a year.

Chief Pottenger is not aware of other local departments practices regarding vests.

Mr. Juniel states that usually if the officer leaves or is inactive they must turn in their issued equipment.

Mr. Tipton responds that historically officers are not turning in their equipment when they are leaving the department. Chief Pottenger responds that most of the equipment is owned by the officers.

Mr. Tipton states that he asked Chief Pottenger for copies of the grants for the past 4 years that have been submitted. He gave a written request in September 2021 for the information wanted and has never received it.

Chief Pottenger responds that grants were submitted to Mr. Tipton and the front office.

Mr. Tipton states they only have a copy of the Vest Grant, and it is not dated or signed.

Mr. Tipton distributes a copy of the letter to members of council. He states that the only paperwork he has received are the Daily Activity Reports (DARs).

Chief Pottenger states that all grants from 2018-2021 were submitted to the front office.

Chief Pottenger states that Mr. Tipton has all the information listed under numeral 1. Mr. Tipton responds that he only has that information after coming to the station and retrieving it himself.

Mr. Tipton states that we need the original electronic documents for data storage. Chief Pottenger responds that he is not aware of where these are located.

Mr. Tipton addresses Chief Pottenger about getting laptops with a grant. Chief responds that they just received them.

Mr. Tipton asks where that grant is located. Chief Pottenger states that he thought Mr. Tipton had received that grant already but will check tomorrow for a copy.

Mr. Tipton asks if the laptops have inventory stickers on them. Chief Pottenger states that they do not have inventory stickers yet.

Mr. Tipton states that anything of value \$100 and over should have an inventory sticker.

Chief Pottenger (referring to the copy of the letter) states the only firearms the PD owns are the two shotguns and he will get the serial numbers.

Ms. Herberth asks if the officers complete shotgun qualifications with the current non-LE model Remington 870 if those qualifications will carry over once they get new shotguns.

Chief Pottenger responds that yes, if he gets the 870 model the training will carry over.

Mr. Tipton states we have an Inventory Policy that is laid out in Resolution 2015-503. He believes we need to adhere to that inventory policy.

Mr. Tipton asks if we ever received a release from the resident on Wellesley Trl. regarding the mailbox being hit by a cruiser.

Chief Pottenger states that he spoke to Mr. Webb and was told they did not need a release because they have governmental immunity.

Mr. Webb confirms that they have governmental immunity for some actions of negligence unless it's considered reckless or wanton.

Mr. Webb states that he did give Chief Pottenger the release. Chief Pottenger responds that he did receive it, but the check was mailed to the resident instead of being hand delivered so a release had not been obtained. Ms. Wilkie confirms she had mailed the check.

Mr. Tipton requests the DARs for the January and February 2022 from Chief Pottenger.

Motion made to adjourn by Mr. Tipton. Second by Mr. Juniel. Passed by voice vote.

Attest:

Heather Matuszak, Clerk of Council

Mayor Richard Verga

Mark Tipton, Acting Chairman Police Committee

Kim Herbrerth, Member Police Committee

Charles Juniel, Member Police Committee

Richard Pottenger, Police Chief