

## SAUK PRAIRIE POLICE COMMISSION MINUTES

October 12, 2022

Sauk City & Prairie du Sac

1. **Call to order:** This meeting was called to order on October 12, 2022 at 6:00pm by Paul Dietmann.
2. **Roll Call:** Present: Dietmann, Bender, Erickson, Fritsch, Schmidt, Bare
3. **Additions/Changes to Agenda:** Motion by Bender, 2<sup>nd</sup> by Erickson to approve the agenda. 6 Ayes, 0 Nays. Motion carried.
4. **Approve/Deny Minutes from Previous Meeting:** Motion by Erickson, 2<sup>nd</sup> by Bender to approve September 14, 2022 regular meeting minutes. 6 Ayes, 0 Nays. Motion carried.
5. **Approve/Deny Payment of Bills:** Motion by Fritsch, 2<sup>nd</sup> by Bare to approve the payment of bills. 6 Ayes, 0 Nays. Motion carried.
6. **Citizen Comment:** None.
7. **Reports**
  - a. **Officer Report:** None.
  - b. **Management:**
    - i. **Activity Reports for September:** Activity reports were reviewed and questions answered by Chief Sherman. Discussion was had regarding the convenience of Municipal Court versus Circuit Court for the Officers.
  - c. **Finance Reports:** Chief Sherman reviewed and explained the finance reports through the end of September. The recruitment line item overage was discussed.
8. **Old Business:**
  - a. **Update Re: New Police Station:** Chief Sherman updated the Commission on the new police station. Kraemer Brothers is working on some of the little things that we are finding. They had someone here to fix a door that was not closing properly. The generator is supposed to be here and installed this month.
  - b. **Update Re: Hiring Process:** Chief Sherman updated the Commission on the current hiring process for patrol officers. Backgrounds have been completed. A conditional offer was extended to Daniel Kliebenstein with the hopes that conditions will be met and he will start next month. Job posting was placed today for applications for the open position. In the future we may need to have ongoing recruitment and secure seats in the academy to sponsor a recruit.
9. **New Business:**
  - a. **Discussion Possible Action Re: 2021 Audit Review.** Chief Sherman explained the findings to the Commission. The Auditor would like the Commission to talk to Key Concepts regarding the Sick Leave Conversion Policy to determine a value for the benefit. We will

reach out for to complete this in the future. Motion by Erickson, 2<sup>nd</sup> by Bender to acknowledge the 2021 Audit. 6 Ayes, 0 Nays. Motion carried.

- b. Discussion Possible Action Re: 2023 Budget.** Chief Sherman presented the budget for 2023. The Commission discussed raising the recruiting line and the overtime line with the ARPA funds of \$10,600 that we will receive. Motion by Erickson, 2<sup>nd</sup> by Bare to approve the 2023 Budget with the above stated changes. 6 Ayes, 0 Nays. Motion carried.
- c. Discussion Possible Action Re: Body Camera Policy.** Chief Sherman presented and explained the body camera policy. All squads have been outfitted with the hardware and Lt. Griffin is working on installing the software to get the body cameras ready. Discussion was had regarding open records requests for videos and redacting. Motion by Erickson, 2<sup>nd</sup> by Schmidt to approve the Body Camera Policy. 6 Ayes, 0 Nays. Motion carried.
- d. Discussion Possible Action Re: Commission Recognizing Successful Completion of Probationary Period for: Admin. Asst. Jennifer Evert.** Chief Sherman informed the Commission that Jennifer Evert has successfully finished her probationary period and he would recommend approval. Motion by Bender, 2<sup>nd</sup> by Bare to approve Recognizing Successful Completion of Probationary Period for: Admin. Asst. Jennifer Evert. 6 Ayes, 0 Nays. Motion carried.
- e. Discussion Re: Goals.** Chief Sherman presented a listing of his goals to the Commission. Chief discussed his goals that are broken down into categories of Training, Accreditation, Red Flag/Early Warning, Local Recruitment/Explorers/CSO and Officer Wellness Program. The Commission asked that transparency be a goal and that we put our activities, citations and use of force reports on our website.

## **10. Communications:**

### **a. Review Thank You Letters:**

- 1. Sauk Prairie Recreation Department
- 2. Sauk Prairie Community Club

## **11. Committee Reports:** None.

## **12. Future Agenda Items:**

- a. Final Budget
- b. Hiring Process
- c. Officer Commendation/Awards
- d. General Discussion for the Commission

## **13. Adjourn:** Motion by Bender, 2<sup>nd</sup> by Erickson to adjourn meeting at 8:09pm. 6 Ayes, 0 Nays. Motion carried.

Respectfully submitted,  
Jennifer Evert