

**SAFETY COMMITTEE MEETING  
JANUARY 9, 2007**

Chairman Sally Hollembeak called the meeting to order at 6:45 P.M.

Trustee members present: Linda Melton

Absent: Lori Laye, Tad Whitchurch

Also, present: President Claeysen, Village Clerk, Nancy Belt, Rick Anderson, Chief Gary Maitland, Jill Miller, and Sergeant Todd Houde

Sally Hollembeak so moved to adopt the agenda with adding:

**Overtime Budget Review, CALEA Report**

Linda Melton seconded to adopt the amended agenda. Motion carried by voice vote.

Sally Hollembeak so moved to approve the minutes of December 12, 2006. Linda Melton seconded. Motion carried by voice vote.

**OVERTIME & PART TIME COSTS FOR FY07**

Chief Gary Maitland presented the committee with an updated budget overview in regards to scheduling part time police officers and hiring back full time officers to fill patrol shifts that are vacant due to officers being off sick or off using accrued time. Chief Maitland showed the committee an overtime and part time cost charts and said that the full time and part time salary line items could exceed \$46,072. Chief Maitland said that he will continue to monitor these line items and consider cutting back the staffing for shifts on certain days.

**CALEA CONFERENCE**

Chief Gary Maitland requested that he and Sergeant Houde attend a CALEA conference held in Greensboro, NC. **Linda Melton so moved to send to the village board to approve for Chief Gary Maitland and Sergeant Houde attend the CALEA conference held in Greensboro, NC on March 14- 17, 2007 and the amount not to exceed \$3,630.00. Sally Hollembeak seconded. Motion carried by voice vote.**

**RENEW CELL PHONE CONTRACT**

Chief Maitland informed the committee that the police departments Verizon cell phone contract is expiring, and he would like to renew the contract with no changes.

**Sally Hollembeak so moved to send to the village board to authorize President Claeysen to sign the Verizon Cell Phone two year contract for the Cherry Valley Police Department. Linda Melton seconded. Motion carried by voice vote.**

**PROPOSED BUDGET 2007/08**

Chief Maitland presented the committee with his 2007/08 proposed budget. Gary said he budgeted for two additional police officers, equipment, schooling, and one squad car and related equipment. Gary said he also added records management software under the

equipment line item. Sally Hollembeak thanked Chief Maitland for his budget and referred it to the finance committee.

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**MONTHLY STATS**

Chief Gary Maitland presented and reviewed the police department's December monthly status report and spoke briefly about an article from the University of Illinois' School of Medicine in Rockford that outlined crime in Winnebago County. Chief Gary Maitland spoke about a number of noteworthy investigations and arrests conducted by the police department in 2006.

**CALEA REPORT**

Chief Maitland stated that he received the final report from the on-site assessment that took place back in December 2006 which included the assessor's review of written policies, facilities, and equipment. President Claeysen said that he has the report and when he is finished it will be distributed to the trustees.

Sally Hollembeak so moved to adjourn at 7:16 P.M. Linda Melton seconded. Motion carried by voice vote.

Recorded by: Village Clerk, Nancy L. Belt

Safety Committee minutes approved by Chairman, Sally Hollembeak on January 13, 2007