

**Police Committee Minutes**  
**0945 Thursday, 20 March 2014 @ Town Hall**

**Members Present:** J. Auxer, L. Robertson, and D. Springer

**Staff Present:** Chief Ransom, Amy Boyd

1. Meeting was called to order by Mayor Auxer at 0947. Agenda approved unanimously after question by D. Springer re: K-9 Policy from Jan minutes (Issue & policy has been completed).

**2. Motion to approve January minutes made by L. Robertson, Seconded by D. Springer. Motion carried unanimously.**

3. Visitors: None

4. Reports:

a. Stats – available but not discussed

5. New Business:

a. Discussion on lack of town shoplifting ordinance and the WV ordinance provided as a sample. **Motion to recommend adoption of WV ordinance made by L. Robertson, Seconded by D. Springer. Motion carried unanimously.**

b. Parking Kiosk information briefly discussed. Parkeon, Inc. vendor representative will attend next Parking Committee meeting to discuss STRADA product capabilities.

c. Discussion on grant application submitted by Chief. If approved by Safe Community Program- Eastern Panhandle of WV, this will provide funds (up to \$4894) for patrols of: Distracted Driving (text & cell phone usage), Seat Belt Enforcement, Stop Sign compliance, and Child Passenger Safety. General concurrence noted.

6. Old Business:

a. Municipal Court income tax refund offset program –approved by this committee in January, program has been reviewed & approved by town attorney.

b. Auxiliary Personnel Policy- Consensus that this is time critical in order to be staffed for approaching Events & Parades. Chief to review & modify Springer provided draft prior to a Special meeting on 01 April. Robertson had checked with another municipality which didn't have a policy.

c. Purchase of new vehicle. Age & mileage of several cars has contributed to substantial repair costs during 2012 & 2013. Discussion on availability of funds and merits of replacing vehicle #12 which recently had almost \$9,000 of maintenance (including \$1,567.46 of electronic refurbishment). Springer noted there should be a better plan to manage repairs and budget for life-cycle replacement. Chief to obtain pricing for new vehicle (SUV) and bring for further discussion @ 01 April meeting.

d. Progress update on Community Participation Grant (\$10,000) for surveillance. Chief/Springer have met with Town IT contractor and Tactical Solutions representatives for technical review of various possibilities. This determined the best 3 locations, the physical type of camera (street light), and the need for an RFP to obtain vendor proposals. Overall budget determined to be \$30,000. Chief/Springer to write a general RFP soliciting the best technical proposal.

e. Holiday Gift (in lieu of fines) policy of Ranson PD. Detailed discussion on positives (supports needy children at the critical holiday season, a great example of community policing, good will achieved, opportunity for positive publicity) and negatives (reduction of income from fines, need to be sure the gifts stay in Shepherdstown). Recommended that these gifts could be coordinated with the Day Care program. **Motion to implement a Holiday Gift policy for**

**violations to come before December's Municipal Court made by D. Springer, Seconded by L. Robertson. Motion carried unanimously.**

Chief is to obtain details from Lt. Lutman (Ranson PD) and develop policy and implementation details.

f. Positive progress made on funding and implementation of the joint CAD/RMS JEFFCO system approved in September. Sgt King to provide details at next regular meeting.

**Motion made by Robertson, seconded by Springer to adjourn at 1030. Motion carried unanimously.**

Respectfully submitted,  
Dave Springer