

Police Committee Minutes
Thursday, October 26, 2017
9:45 a.m.
Town Hall

Members Present: Mayor Jim Auxer, Lori Robertson, Cheryl Roberts, and J. Ford

Absent: Cheryl Roberts

Staff Present: Chief King

Visitors: Mark Everhart, Chazz Printz (town attorney)

1. Mayor - Call to order – 9:50 a.m.

Approval of Minutes –

J. Ford – if there are no objections, move to approve the September 21, 2017 minutes. None noted.

Financial Reports – stats.

The Chief went over some stats regarding who was being charged in town. This originated from a complaint seen on Face Book that stated the SPD was insensitive and racist. To date no formal complaints have been made. One statistic showed that out of everyone charged, 13% were African/American. He was not able to breakdown by students/locals/out-of-towners.

The FB complaint came from a recent municipal court date. There is a sign in sheet, and a signee who was first to sign in, felt he should have been first. He was visibly upset when he wasn't. Mr. Printz was at court and witnessed the exchange. The signee needed to see the judge to set up a payment plan. This was explained to the signee during court, and to the Committee, that anyone needing to see the judge for any reason has to wait regardless of where on the sign in sheet the individual signs in. The signee became agitated.

L Robertson suggested that we add to the top of the sign in sheet a statement of "If you need to speak to the Judge, you won't be seen in the order of sign in."

The Chief mentioned that it took awhile for the new officers to know the locals, so they were watching everyone at night. The job of the SPD is to look at people in the town, and they are not targeting people of color. It is their job to watch people who have a known history, no matter who they are.

The SPD helps many people behind the scenes with jumping their cars, unlocking cars, they take intoxicated people home, they pick up dogs-put them in the kennel in the SPD/feed and water them, and find the owners. They process many people through town instead of the county, which is better for those arrested. The officers will be out more often walking to be seen by the community.

It was discussed to have a “coffee” at the Train Station where the Mayor will speak, and to invite the community to meet the Chief and officers.

We will promote this on our FB pages and local paper by releasing a statement to the effect of-

“Any and all of those wishing to express questions and/or concerns regarding the Shepherdstown Police Department/Operations, are welcome to attend the Police Committee meetings which are held the 3rd Thursday of each month at Town Hall, and are open to the public.”

2. Unfinished Business –

Chief – we had budgeted for 25 parking meters. We were going to replace 5 meters a year at a cost of \$1500/year. He has found someone who can refurbish all of the needed meters for a total of \$500. The batteries will be replaced, and new housing install. They will also be waterproof, with a one-year guarantee. The Chief will get the bid and bring it back to the Committee. Mr. Printz wants to review the contract before it is signed.

Mayor stated that we are now getting a gas/oil severance tax. The 1% for the first quarter came to \$34,000.

3. New Business

a. Update Policies and Procedures -

This is an update via the insurance company- Chief – he is taking out items that don't pertain anymore, but keeping it as a living document. C. Printz suggested that this should be approved by Town Council to keep it transparent.

The Chief will submit two chapters at a time for approval at Police Committee, and then the Committee can recommend the document be sent to Mr. Printz as a whole for review.

The SPD Employee Handbook is used for general purposes for all police department employees, and the day-to-day functions/discipline processes is addressed in the Policy/Procedure document.

L. Robertson – mentioned that we had spoken about placing reflectors on the pedestrian signs. The Chief will ask Billy to buy them and charge them to the SPD. Also, have Frank ask the State about the use of reflective tape on the road and stop signs.

4. Adjourn – 10:42 a.m.

Mayor – if there are no objections, the meeting is adjourned at 10:42 a.m. None noted.

Respectfully submitted by L. Robertson