

## Joint Board of Police Commissioners Meeting

Meeting called to order by Chairperson Chuck Ellsworth at 6:15 p.m.

Members present on roll call: Dave Sarow, Corby Stark, Jim Duncan, Stan Swiontek, Chuck Ellsworth  
Others present: Police Chief Eric Jorgenson

No public comments.

Discussion and possibly act to approve cabinets for police department. Chief Eric Jorgenson gave an update on the recent renovations to the Police Department in Balsam Lake. With the project almost complete, Chief Eric Jorgenson retained two bids for cabinets. Stratis Industries bid for upper and lower cabinets in a shape of an L with the finish came to \$3,200. The second bid was from Bishop Fixtures and included the cabinets with delivery and installation came to \$6,557.30. **Motion by Stan Swiontek to take the Stratis industries bid to the Village of Balsam Lake Board for approval of spending \$3,200 from the engineering budget to purchase cabinets for the Police Department. Second by Jim Duncan. All in Favor. Carried.**

Discussion and possible act to approve a request letter for professional auditing services. As discussed at the November meeting, Stan Swiontek retained a template that could be used for requesting proposals of professional auditing services. With reviewing the prices from Brock Geyen's accounting firm for an annual audit it was noted the price seemed high and in sending request for proposals to a variety of professional auditing services, the commission would be able to select an auditing service what best fits their needs. **Motion by Jim Duncan to update the template as presented and send to professional auditing companies. Second by Dave Sarow. All in Favor. Carried.**

The commissioners discussed having Chief Jorgenson create a quarterly report providing an overview on quarterly highlights, internal affairs statistical data, long range planning, community outreach efforts and activities for each municipality. The commissioners also discussed more timely notices for future commissioner meetings. The Commission set quarterly meetings for the third Monday of each quarter starting at 6:30 p.m. and if special meetings are needed, meeting notices are to be posted in a timely manner.

**Motion to adjourn by Dave Sarow. Seconded by Corby Stark. Carried. 7:00 p.m.**

Lori Duncan, Village Clerk-Treasurer  
Amy VanDeBrake, Village Deputy Clerk-Treasurer