

Balsam Lake- Centuria Police Department

Monday August 26<sup>th</sup>, 2024

## Joint Board of Police Commissioners Meeting

Meeting called to order by Chuck Ellsworth at 6:30 p.m.

Members present on roll call: Bill Alleva, James Duncan Jr., Brian Kammerud, Corby Stark, Chuck Ellsworth.  
Others Present: Police Chief- Eric Jorgensen, Anna Ball, Seth Ilgen, Amanda Blackmon, Ben Morris, Duane Wisse.

Public comments: No public comments.

To consider and possibly act to approve the August 26<sup>th</sup>, 2024 Police Commissioners Agenda. **Motion by James Duncan Jr. to approve the August 26<sup>th</sup>, 2024 Police Commissioners Agenda. Second by Corby Stark. All in Favor. Carried.**

To consider and possibly act to approve the June 17<sup>th</sup>, 2024 Police Commissioners meeting minutes. **Motion by Bill Alleva to approve the June 17<sup>th</sup>, 2024 Police Commissioners meeting minutes. Second by James Duncan Jr. All in Favor. Carried.**

Discussion and possible action regarding surrounding communities' interest in joining the BLCPD. Amanda Blackmon, Ben Morris and Duane Wisse were in attendance, representing the Village of Frederic municipal board. Amanda Blackmon stated the police chief hired to serve the Village of Frederic is retiring soon. With a retirement and the hire of officer candidates the Village of Frederic is looking for an alternative way to keep a police presence within their rural community while making economical decisions to support the residents of their community. It was noted the Village of Frederic has approached the Village of Luck to see if they would like to form a joint police department, however the acting chief at that time was not interested. Moving forward the Village of Frederic would be interested in joining forces with the Balsam Lake Centuria Police Department. The Frederic Village Board is aware that it would be beneficial if the Village of Milltown and the Village of Luck would join as that would make a contiguous call for service area between communities. Currently the Village of Frederic has one FT officer and one FT chief, the Village of Luck has one FT officer, one FT chief and one PT officer, the Village of Milltown has one FT chief and one FT officer, and the BLCPD has one FT chief and one FT officer in training. All departments have officer vacancies. It was noted the Polk County sheriff's department might be offering communities a bid for police services due to municipal vacancies and calls for service. It's not yet been defined if the Polk County Sheriff's department has approached the Village of Frederic. Chuck Ellsworth stated joining departments between Balsam Lake and Centuria has benefited both communities. Since the start of the joint department, the budget has remained the same. Each municipality issues payment support twice a year to the BLCPD. Through creating the BLCPD the Village of Milltown was approached however at the time; they were not interested in joining the department. Based on preliminary conversations, their current board members and officers might be interested in joining the department now. James Duncan Jr. stated having a joint department has allowed for the purchase of new equipment and competitive wages for new hires without having to increase the budget. James Duncan Jr. stated the joint commission is the governing body to the BLCPD. The commission is made up of two members from each municipality and has one at large member that is not on either municipal board. This allows for a cohesive decision-making unit that supports the general operation of the BLCPD. Moving forward if the Village of Fredric is interested in joining the department, the BLCPD commission would like to maintain this leadership model. The interested municipal boards would not make the decisions- the interested municipalities would have to appoint two members from their board to represent them if they joined the joint department. It was noted if the Village of Frederic is interested in more discussion about the possibilities of combining police services, the commission would entertain hosting a meeting between the five municipalities.

To consider and possibly act to approve general and payroll vouchers. **Motion by James Duncan Jr. to approve general and payroll vouchers. Second by Corby Stark. All in Favor. Carried.**

To consider and possibly act to approve June 2024 & July 2024 Treasurers Reports. **Motion by Corby Stark to approve June 2024 and July 2024 Treasurers Reports. Second by Brian Kammerud. All in Favor. Carried.**

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## Joint Board of Police Commissioners Meeting

To consider and possibly act to go into closed session pursuant to Wisconsin Statute 19.85 (c) considering employment, promotion, compensation, or performance evaluation data of any public employment, To consider and possibly act to go into closed session pursuant to Wisconsin Statute 19.85 (c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. (Police Chief/ Officer wage negotiations.) **Motion by James Duncan Jr. to go into closed session pursuant to Wisconsin Statute 19.85 (c) considering employment, promotion, compensation, or performance evaluation data of any public employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. (Police Chief/ Officer wage negotiations.) Second by Corby Stark. All in Favor. Carried.**

To consider and possibly act to go into closed session pursuant to Wisconsin Statute 19.85 (c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. (Discussion and possible action regarding officer candidate). **Motion by James Duncan Jr. to go into closed session pursuant to Wisconsin Statute 19.85 (c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. (Discussion and possible action regarding officer candidate). Second by Corby Stark. All in Favor. Carried.**

To consider and possibly act to go into open session. **Motion by Corby Stark to go into open session. Second by Bill Alleva. All in Favor. Carried.**

Discussion and possible action on any closed session items: **Motion by James Duncan Jr. to hire Seth Ilgen as a police officer for the Balsam Lake Centuria Police Department with a starting pay of \$32.00 an hour and upon successful completion of the police academy, Mr. Ilgen would be eligible to receive a \$1.00 an hour pay increase. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action regarding appointing a community service officer for the BLCPD. Chief Jorgensen noted being short two officers on the department roster has made it challenging to keep up with property maintenance notices. Chief Jorgensen proposed the department could hire a civilian for an estimated 20 hours a week to issue notices for property violations. Anna Ball, Deputy Clerk Treasurer for the Village of Balsam Lake worked with Chief Jorgensen to create a new version of the departments property maintenance violation notice worksheet. Chief Jorgensen stated this will be beneficial moving forward. Each municipalities Public Works Department can mark on the worksheet the property violation and the clerk's office can issue the notice to the respective property. James Duncan Jr. stated his hopes for the BLCPD is to be fully staffed by spring. However, if the department is still down an officer, the commission would like to revisit this concept in the spring of 2025.

To consider and possibly act to approve budget for 2025. It was noted the payment support for each municipality would stay the same for the 2025 budget. **Motion by Corby Stark approve and recommend to the Village of Centuria and to the Village of Balsam Lake approving the 2025 Balsam Lake Centuria Police Department Budget of \$298,000.00 with the payment support from the Village of Balsam Lake being \$167,500.00 and the payment support from the Village of Centuria being \$129,332.00, in addition, each municipality shall pay an additional \$5,000.00 for vehicle outlay support.**

Discussion and possible action on CD's. In reviewing the 2023 audit, it was noted the Balsam Lake-Centuria Police Department has a fund balance of \$246,471.00. A list of current CD offerings from banks in the surrounding communities were reviewed by the Police Commission. **Motion by Corby Stark to move \$100,000.00 from the BLCPD fund balance into a CD and to see if Pillar Bank in Balsam Lake will match the current 6-month CD terms First Resource Bank in St. Croix Falls is offering. If Pillar Bank will match First Resource Bank, then the funds would be invested with Pillar Bank, if they wont then the funds will be invested with First Resource Bank. Second by Brian Kammerud. All in Favor. Carried.** The commissioners were in agreement that the signees for the CD shall be President, Chuck Ellsworth and Clerk Treasurer, Amy VanDeBrake.

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Discussion and possible action on sale of police vehicle. **Motion by Corby Stark to check with commission attorney to see if the vehicle has to be listed in order to sell vehicle and if it does not have to be formally advertised have chief Jorgensen work with interested party in a trade for services contract. Second by Brian Kammerud. All in Favor. Carried.**

Recap on Village celebrations and chief trainings. The summer of 2024 has been busy. More officers will be needed for Freedom Fest 2025 while Memory Days in Centuria had sufficient coverage. It was also noted by Chief Jorgensen, more support staff will be needed for Labor Day weekend celebrations in Balsam Lake as the weekend events are increasing. Seth Ilgen will be attending the Police Academy and will be able to report back on his trainings at the next meeting. Seth Ilgen may or may not start before Labor Day weekend.

Police chief report. Calls for service continue to remain high this summer.

**Motion by Corby Stark to adjourn. Seconded by Brian Kammerud. All in Favor. Carried. 8:08 p.m.**

Unapproved Minutes

Amy VanDeBrake, Village Clerk-Treasurer