

**Village of Waterman  
Public Safety Committee  
Meeting Minutes  
Waterman Village Hall  
215 W. Adams St.  
Waterman, IL 60556  
Monday, June 25, 2024 at 4:00PM**

Meeting called to order by Trustee Sedlacek at 4:00PM

**Roll Call:** Trustee Radtke, Trustee Johanningsmeier, Trustee Sedlacek. Guests Village Manager Nykaza, Patrol Officer Beierlotzer.

**Approve Minutes from June 3, 2024 meeting:** Trustee Radtke made motion to approve the minutes as amended. Trustee Johanningsmeier seconded. Passed 3/0.

**Old Business:** None

**New Business:**

- a. Discussed 1991 Caprice ownership. Following discussion, Officer Beierlotzer agreed to take the car for \$1.00, with the title change and particulars put in writing. Officer Beierlotzer wants to remain an accredited Patrol Officer, not working any shifts.
- b. Report on the Evidence Room Audit. Manager Nykaza reported that the evidence room audit was conducted during the previous week, Wednesday & Thursday, by Joe from Forttrace. There is now a log of 400 items that must be accounted for with case files being pulled to match with the items. There may be items with no case file to attach it to. The majority of items can just be disposed of. The Illinois Assoc. of Property Evidence Managers organization can be joined for \$35/year which would keep the village on top of proper evidence processing procedures.
- c. Discussed Daily Activity Logs for Officers concluding with the agreement that Trustee Sedlacek will make it clear to Chief Swanson that the format of the log is to be documentation of actual activity of the officer on duty in ½ hour increments. The log is to be used as soon as possible.
- d. Village Manager discussed AEDs with Phillips who advised that we do a trade in with the one we have and write grant requests for 4, 3 for the police cars and 1 for the Village Hall. The committee agrees that the P.D. and Office personnel will need training on AED use. Follow up on First Aid kits is being done.
- e. Discussed update on strategic shift scheduling for the Police Department. The department schedule for the up-coming month is to be given to the Village Manager by the 27<sup>th</sup> of the current month and be based on the call log. If the Chief needs to change his schedule during the week, the Village Manager is to be notified as soon as possible.
- f. Discussed the Auxiliary Police Ordinance change approved by the Board. Chief Swanson had said that the change needed to be approved by the Police Standards Board.

New Business – Discussed the need to have a railing for the stairs at the yard waste dumpster.

Discussed the need to fix the speed sign on south Elm.

**Public Comment:** None.

**Closed Session** – Personnel Matters: Trustee Sedlacek moved and the committee entered into executive session under sub-sections numbers 11 and 2(c) 1 of the open meetings act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees pursuant to 5 ILCS 120/2 (c) (1). Moved by Trustee Sedlacek and seconded by Trustee Radtke. Passed 3-0.

Trustee Johanningsmeier moved to exit executive session. Trustee Radtke seconded. Passed 3-0.

**Adjournment:** Meeting was adjourned at 5:10 PM.

**Submitted by:** Trustee Suzanne T. Sedlacek