



PUBLIC SAFETY COMMITTEE MEETING MINUTES
SPECIAL COUNCIL MEETING
4:00 PM October 3, 2019
Police Department Training Room

COMMITTEE

1. ROLL CALL

Members present: Councilors Brent Lenssen, Gary Bode, Mark Wohlrab, Ron DeValois and Gerald Kuiken

Absent: Mayor Scott Korthuis

Staff present: Chief Mark Billmire, Chief Michael Knapp, Lieutenant Jeremy Bos, City Administrator Mike Martin, Support Services Manager Holly Vega

2. ACTION ITEMS: None.

3. INFORMATION ITEMS:

A. Public Defender Contract for Services

A contract for public defender services was reviewed and recommended for Council approval on October 7, 2019. The contract with Ms. Angela Anderson is slightly more expensive; however, she will be taking over all of the open cases left from the previous public defender.

B. Lynden WATCH update

Councilor Wohlrab gave a brief update on Lynden WATCH. New vinyl window stickers are being made. The next meeting for block contacts is on 10/16/19.

FIRE DEPARTMENT

1. ACTION ITEMS: None.

2. INFORMATION ITEMS:

A. Monthly report

Chief Billmire presented the monthly report for September, noting a call in which a vehicle, attempting to elude law enforcement, struck a natural gas line causing a significant house and vehicle fire.

B. Station expansion update

A meeting with Tim Faber was held to review a preliminary set of plans to expand the existing Fire Station. Suggestions and additions were redlined for

further review. Phase 1 will include a reception area, office space, kitchen and breakroom on the first floor, and 6-8 bedrooms, restrooms and day room on the second floor. A rough estimate of \$2–2.5 million is expected, but still much less expensive than building new construction at another location.

C. Assistant Chief position recruitment update

A review of 15 well qualified applicants for the Assistant Chief position will occur on October 7, 2019.

D. Support Services Manager recruitment update

Interviews of 4 applicants for the Support Services Manager position are scheduled for October 10, 2019.

E. WSRB evaluation 2020 (ISO)

Chief Billmire will be meeting with personnel to schedule an ISO evaluation in 2020, which is an extensive, insurance based evaluation of the Fire Dept.

3. ITEMS ADDED:

- A. An AFG grant was acquired for a new point of contact exhaust system, approximately \$57,000.
- B. Two new volunteer recruits (out of 18) successfully made it through the process and will be starting soon.
- C. The Fire Dept is proceeding with LexiPol for policies and procedures.
- D. The new ambulance should be available at the beginning of November.

POLICE DEPARTMENT

1. ACTION ITEMS: None.

2. INFORMATION ITEMS:

A. Overview of LEMAP findings

A preliminary draft report from the LEMAP team was provided to Chief Knapp; a final report is expected by the end of the month. The findings included mainly housekeeping items to address, which Lt. Martin will be spearheading.

B. Update on remodel, personnel, equipment and fleet

The remodel of several rooms including reception, interview rooms and offices are finishing up. A remodel of the armory will occur sometime in 2020.

Newly promoted Lt. Russ Martin will be introduced to Council on Oct. 7, 2019. Testing for the open sergeant position will occur later this month, followed by the corporal openings. The job announcement for a lateral officer to fill a recent vacancy will be posted very soon.

Estimates for ballistic protection have been revised to approximately \$38,000. One vehicle is on order to provide a car for the new lateral officer to be hired.

Lt. Martin is researching the option of leasing vehicles, which has become increasingly popular with other departments. There are 4 cars on the fleet that are unreliable and need to be replaced.

C. Monthly report

Lt. Bos presented the monthly report, noting an uptick in vehicle prowls. One suspect is in custody in Snohomish and will be interviewed by our detective tomorrow.

D. Office staff statistics

Chief Knapp provided statistics on the police office staff, including phone calls, walk-ins, fingerprints, weapons transfers and licenses.

E. SCORE contract review

The SCORE contract with new bed rates was reviewed and will proceed to full Council.

F. Traffic/parking complaints

Speeding complaints are being addressed on Bradley Rd, Line Rd, and Benson Rd. Also parking at Bender Park Blvd. is being looked at.

Meeting adjourned at 4:58 p.m.

Next Meeting Date: November 7, 2019

Holly Vega, Police Support Svc Mgr.

Scott Korthuis, Mayor