

**AGENDA**  
**BOARD OF PUBLIC SAFETY**  
**Tuesday, March 12, 2024**

**9:00 A.M.**

**Council Chambers**

**Municipal Building, 229 S. Second Street, Elkhart, IN 46516**

<https://coei.webex.com/coei/j.php?MTID=m59a1f422abd2dc190d70bf4ff27c57a5>

1-415-655-0001 Meeting number 2307 364 1530

Password Safety24

- 1. ROLL CALL**
- 2. APPROVE AGENDA**
- 3. APPROVE MINUTES: Regular Meeting February 27, 2024**
- 4. POLICE DEPARTMENT**
- 5. FIRE DEPARTMENT**
  - Medical Leave Extension- FF Andres Galvez
- 6. COMMUNICATIONS CENTER**
- 7. BUILDING AND CODE ENFORCEMENT**
  - February Month End Reports
- 8. OTHER PUBLIC SAFETY MATTERS**
  - Police and Fire Merit Commission Minutes
- 9. PUBLIC PARTICIPATION**
- 10. ADJOURNMENT**

BOARD OF PUBLIC SAFETY  
Tuesday, February 27, 2024

Chairman Kara Boyles called a regular meeting of the Board of Public Safety to order at 9:00 a.m., Tuesday, February 27, 2024. Clerk of the Board Nancy Wilson called the roll. Kara Boyles, Dacey Davis, Brian Thomas, Anthony Coleman, and LaLaesha Black were present.

1. APPROVE AGENDA

On motion by Laesha Black, seconded by Anthony Coleman and carried 5-0, the agenda was approved as presented.

2. MINUTES- Regular Meeting February 13, 2024

On motion by Anthony Coleman, seconded by Dacey Davis and carried 5-0, the minutes from February 13, 2024 were approved as presented.

3. POLICE

Chief Milanese presented a Memorandum between the Elkhart Community School Corporation and the City of Elkhart for Crossing Guard Services. He explained the amendments to the Board in detail. On motion by Laesha Black, seconded by Anthony Coleman and carried 5-0, the Board approved the MOU between the Elkhart Community School Corporation and the City of Elkhart for Crossing Guard Services as amended.

4. FIRE

Chief Rodney Dale presented a February report of Fire and EMS calls. On motion by Brian Smith, seconded by Anthony Coleman and carried 5-0, the Board accepted the February Month End Report and placed it on file.

5. COMMUNICATIONS

Dustin McLain presented the January 2024 Month End Report. On motion by Laesha Black, seconded by Anthony Coleman and carried 5-0, the January 2024 Month End Report for the Communications Department was accepted and placed on file.

6. BUILDING & CODE ENFORCEMENT

Tim Vistine, Building Commissioner came forward to discuss the way violations are processed. They have a pamphlet in both Spanish and English they give residents to help address issues before they write tickets. Two letters go out before a ticket is written. They like to educate them first.

7. OTHER PUBLIC SAFETY MATTERS

Police Merit Commission Minutes

On motion by Anthony Coleman, seconded by Laesha Black and carried 5-0, the Police Merit Commission minutes were accepted and placed on file.

8. PUBLIC PARTICIPATION

Mayor Roberson came to welcome the new board members and thanked them for their service. The Mayor encouraged them all to visit the Police, Fire, Communications and Building Departments to observe staff to provide context and clarity. He asked them to schedule some time with them in the near future.

9. ADJOURNMENT

Chairman Kara Boyles adjourned the Board of Public Safety meeting at 9:22 a.m.

\_\_\_\_\_  
LaLaesha Black, Vice-Chairman

Attest: \_\_\_\_\_ Nancy Wilson, Clerk of the Board



Elkhart Fire  
500 East Street  
Elkhart, IN 46516

Phone: (574) 293-8931  
Fax: (574) 522-1023  
[Fire.Admin@Elkhartfire.org](mailto:Fire.Admin@Elkhartfire.org)



Rodney Dale  
*Fire Chief*

Kristi Sommer  
*Assistant Fire Chief*

March 12th, 2024

To: City of Elkhart Board of Public Safety

From: Rodney Dale, Fire Chief

Elkhart Fire Department

RE: Medical Leave Extension

Board member,

I, Rodney Dale Chief of the Elkhart City Fire Department, have received a request from Firefighter Andres Galvez for an extension of his negotiated departmental medical leave. Firefighter Galvez was injured on duty August 8<sup>th</sup> of 2023 with his 6 months expiring on February 8<sup>th</sup> of 2024. Per his physician Andres is unable to perform the duties of a firefighter at this time but will be released to do so on May 2<sup>nd</sup> 2024. In accordance with the contract between the city of Elkhart and IAFF Local 338 , article 49 section 7 Firefighter Galvez is asking for an extension to his contractual medical leave. Granting this extension will give Firefighter Galvez an additional 12 weeks to recover and return to work physically able to function as a member of the Elkhart City Fire Department.

Article 49 section 7:

A firefighter who suffer an on-duty illness or injury which renders them unable to perform the duties of a firefighter shall be paid their current wages and have their current benefits maintained until the firefighter is able to return to active firefighting duty. This leave shall be extended up to a maximum of sixty (60) of the firefighter's regularly scheduled tour of duty days, commencing from the date of such illness or injury.

I, as Chief of the Elkhart City Fire Department, ask for the medical leave of Firefighter Andres Galvez to be extended until May 2<sup>nd</sup> 2024. If for any reason by that date there is no release by his physician to return to full duty, at that point, his employment with the Elkhart City Fire Department will be reviewed.

Respectfully submitted,

Rodney Dale  
Fire Chief 

## BUILDING DEPARTMENT MONTHLY REPORT

### February 2024 Inspections

		Commercial	Residential	Commercial Violations	Residential Violations	Commercial Abated	Residential Abated	Total Inspections
Building Inspector	Building	46	42					88
	Electrical							0
	Mechanical							0
	Plumbing							0
	Fire							0
Electrical Inspector	Building							0
	Electrical	24	51					75
	Mechanical	1						1
	Plumbing							0
	Fire							0
Mechanical Inspector	Building	2	2					4
	Electrical	1	6					7
	Mechanical	30	43					73
	Plumbing	1						1
	Fire							0
Plumbing Inspector	Building							0
	Electrical							0
	Mechanical	2	2					4
	Plumbing	6	10	1	3			16
	Fire							0
<b>Totals</b>		<b>113</b>	<b>156</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>269</b>

### February 2024 Permits

Building Permit Category:	# of Permits	Estimated Value of Work	Average Value of Work	Permit Fees
Residential New	3	\$ 867,300.00	\$ 289,100.00	\$ 472.00
Residential Alteration/Addition	33	\$ 346,132.93	\$ 10,488.88	\$ 1,327.00
Commercial New	0	\$ -	#DIV/0!	\$ -
Commercial Alteration/Addition	17	\$ 6,765,252.00	\$ 397,956.00	\$ 6,467.00
Manufactured House Set-up	1	\$ 6,500.00	\$ 6,500.00	\$ 40.00
Fire Suppression System	1	\$ 15,500.00	\$ 15,500.00	\$ 40.00
Storage Tank Install/Removal	0	\$ -	#DIV/0!	\$ -
Building Demolition/Move	6	\$ 24,608.00	\$ 4,101.33	\$ 440.00
Swimming Pool Install	0	\$ -	#DIV/0!	\$ -
All Accessory Structures	3	\$ 195,780.00	\$ 65,260.00	\$ 1,134.00
Canopies, Tents, Other	1	\$ -	\$ -	\$ -
Building Permits Issued	65	\$ 8,221,072.93		\$ 9,920.00

Electrical Permits Issued	38		\$ 3,870.00
Mechanical Permits Issued	37		\$ 2,870.00
Plumbing Permits Issued	16		\$ 1,085.00
<b>Total Permits Issued</b>	<b>156</b>	<b>Total Permit Fees Collected</b>	<b>\$ 17,745.00</b>



# Code Enforcement Report - February 2024

Incident	Tasks	Bruce Anglemeyer			Trent Avance			Ken Hunt			Mayfield Timmons			TOTALS		
		New Incidents	Closed Incidents		New Incidents	Closed Incidents		New Incidents	Closed Incidents		New Incidents	Closed Incidents		New Incidents	Closed Incidents	
			this month	prior months		this month	prior months		this month	prior months		this month	prior months		this month	prior months
Building Maintenance	Board-Up													0	0	0
	Building Maintenance	6	3	1	5	0		7	0		3	1		21	4	1
	Fire Damaged House	1	0											1	0	0
	Missing Address #s													0	0	0
	No Building Permit													0	0	0
	Pool Maintenance													0	0	0
Graffiti	Posted Unfit for Human Occ.													0	0	0
	Sewage Issues							1	0					1	0	0
	Graffiti							2	0					2	0	0
	Fallen/Cut Trees, Limbs, Brush	1	0											1	0	0
	Tall Grass & Weeds	4	3		3	3								7	6	0
	Trash & Debris	75	47	3	61	44	9	32	1		75	46		243	138	12
Vehicle	Boat/Camper/Trailer: Parking													0	0	0
	Comm. Vehicle/Trailer: Parking			1										0	0	1
	Vehicle: Abandoned				1	1		1	0					2	1	0
	Vehicle: Unapproved Parking	3	2	1	1	1		1	0		7	5		12	8	1
	Vehicle: Unlicensed/Inop.	2	0		1	0					1	1		4	1	0
TOTALS:		92	55	6	72	49	9	44	1	0	86	53	0	294	158	15
Tickets		# of Tickets	Total \$	Total \$	# of Tickets	Total \$	Total \$	# of Tickets	Total \$	Total \$	# of Tickets	Total \$	Total \$	# of Tickets	Total \$	Total \$
		1	\$ 100.00	\$ 100.00	1	\$ 100.00	\$ 100.00	0	\$ -	\$ -	4	\$ 850.00	\$ 850.00	6	\$ 1,050.00	\$ 1,050.00



POLICE MERIT COMMISSION  
Monday, February 12, 2024

President Jim Rieckhoff called a regular meeting of the Police Merit Commission (PMC) to order at 9:00 a.m., Monday, February 12, 2024. Clerk Nancy Wilson called the role. Commissioners Jim Rieckhoff, Thomas Barber, Brad Billings and Clifton Hildreth attended in person. Jean Mayes attended on WebEx.

1. APPROVE AGENDA

On motion by Brad Billings, seconded by Clifton Hildreth and carried 5-0, the agenda was approved as presented.

2. ELECTION OF OFFICERS

On motion by Jean Mayes, seconded by Thomas Barber and carried 5-0, the Commissioners voted to retain the Officers from 2023 as the 2024 Officers; James Rieckhoff as President, Brad Billings as Vice-President, and Clifton Hildreth as Secretary. Congratulations Officers!

3. APPROVE MINUTES: Regular Meeting December 11, 2023

On motion by Clifton Hildreth, seconded by Brad Billings and carried 5-0, the minutes from December 11, 2023 were adopted.

4. POLICE DEPARTMENT

Resignation of Ptl. Riley Arvanitis

Chief Dan Milanese presented the resignation of Ptl. Riley Arvanitis effective January 22, 2024. The Chief wished him well and much future success. Jim Rieckhoff accepted the notification.

Change of Status

Chief Milanese presented several time and grade status changes. Ptl. Nicholas Ragsdale and Ptl. Ethan Pasternak completed their first year of service as a Police Officer. Their status changed from 3<sup>rd</sup> Class P-1 to 2<sup>nd</sup> Class P-2. Ptl. Cody Vicary and Ptl. Tyler Koeppel began their third year as Police Officers. Their status changed from 2<sup>nd</sup> Class to 1<sup>st</sup> Class. Jim Rieckhoff accepted the notifications.

Commendations

Chief Milanese presented a Commendation for Lieutenant Daniel Mayer. On September 21, 2023 Lt. Mayer responded to a call involving gunfire. Based on little information he was able to locate a possible suspect walking in the area. Lt. Mayer displayed exceptional tactical skills and a high level of awareness throughout the stop of this subject who did display a handgun. Lt. Mayer's supervision of the scene after the suspect's apprehension was commendable, ensuring that proper procedures were followed for all involved and that all of the evidence was secured. Lt. Mayer was commended for his leadership as well as the safety of all involved. His actions reflect highly upon the law enforcement profession and Chief Milanese and Captain Moore were both proud to recognize him for his exceptional police work.

Chief Milanese presented a Commendation for Corporal Steven Jones. He was commended for consistently exhibiting a high level of professionalism, dedication and a strong sense of duty throughout his service for the Elkhart Police Department and our Elkhart Community. In April 2023 the National Highway Traffic Safety Administration had released the statistics for the motor vehicle crashes for 2021. Fatal crashes increased by 14% which equals 1,666 individuals who were killed due to drunk driving. During the last year, Cpl. Jones focused on fatal OWI crashes leading to a substantial increase in OWI arrests highlighting his commitment to

POLICE MERIT COMMISSION

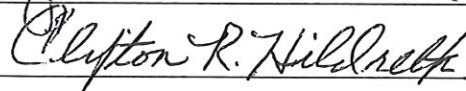
Monday, February 12, 2024

ensuring the safety and the well-being of our community. Cpl. Jones arrested 66 individuals who violated state law for operating while intoxicated. His dedication in his role as a police officer also translated into a substantial increase in his number of arrests totaling 117 for the year, leading his entire patrol shift. His actions reflect highly upon the law enforcement profession and Chief Milanese and Captain Moore were both proud to recognize him for his exceptional police work. They thanked him for his contribution in keeping his local community safe, as well as honorably serving as a United States Marine.

5. ADJOURNMENT

On motion by Clifton Hildreth, seconded by Thomas Barber and carried 5-0, the City of Elkhart, Indiana Police Merit Commission was adjourned at 9:29 a.m.

 Jim Rieckhoff, President

Attest:  Clifton Hildreth, Secretary



FIRE MERIT COMMISSION  
Monday, January 8, 2024

President Mandy Leazenby called a regular meeting of the Fire Merit Commission (FMC) to order at 3:30 p.m., Monday, January 8, 2024. Nancy Wilson called the role. Commissioners Mandy Leazenby, Doug Bowlby, Bunita Fields-Buggs, and Jim Rodino were present. There is one vacancy on the FMC.

1. AGENDA

On motion by Jim Rodino, seconded by Bunita Fields-Buggs and carried 4-0, the agenda was approved as presented.

2. ELECTION OF 2024 OFFICERS

On motion by Jim Rodino, seconded by Doug Bowlby and carried 4-0, the 2023 Officers were retained in 2024. Mandy Leazenby as President, Jim Rodino as Vice-President, and Doug Bowlby as Secretary.

3. MINUTES

On motion by Bunita Fields-Buggs, seconded by Doug Bowlby and carried 4-0, the minutes from December 11, 2023 were adopted.

4. FIRE DEPARTMENT

Request to Issue Conditional Offers of Employment

Chief Rodney Dale presented a request to issue Conditional Offers of Employment to the next ten (10) available individuals as outlined by the current hiring list the FMC ratified. On motion by Doug Bowlby, seconded by Bunita Fields-Buggs and carried 4-0, the FMC issued ten Conditional Offers of Employment to the next ten available individuals on the hiring list.

Disciplinary Notice Lt. Jason Lantz

Chief Rodney Dale presented a request to amend the Discipline for Driver Operator Jason Lantz by removing the Job Jeopardy Counseling. On motion by Doug Bowlby, seconded by Bunita Fields-Buggs and carried 4-0, the FMC removed Job Jeopardy Counseling from Discipline that was given on 12-11-23 to Driver Operator Jason Lantz.

5. ADJOURNMENT

On motion by Bunita Fields-Buggs, seconded by Doug Bowlby and carried 4-0, the City of Elkhart, Indiana Fire Merit Commission was adjourned at 3:35 p.m.

 Mandy Leazenby, President

Attest:  Doug Bowlby, Secretary

**MEMORANDUM OF**  
**THE FEBRUARY 12, 2024 SPECIAL MEETING OF**  
**THE CITY OF ELKHART FIRE MERIT COMMISSION**


Present: Mandy Leazenby  
Jim Rodino  
Bunita Fields-Buggs  
Doug Bowlby  
Regina Fultes

Also Present: Rodney Dale, Jason Gour, Kevin Davis

Pursuant to IC 5-14-1.5-6.1(6)(B) the City of Elkhart Fire Merit Commission met in Executive Session on February 12, 2024 at 3:58 p.m., to discuss an individual's status as an employee..

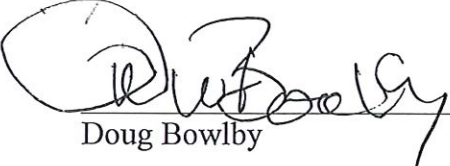
No other subject matters were discussed, and no votes were taken.


Following discussion, the meeting was adjourned at 4:42 p.m.

  
\_\_\_\_\_  
Mandy Leazenby

  
\_\_\_\_\_  
Jim Rodino

  
\_\_\_\_\_  
Bunita Fields-Buggs

  
\_\_\_\_\_  
Doug Bowlby

  
\_\_\_\_\_  
Regina Fultes

Attest:  
  
\_\_\_\_\_  
Nancy Wilson, Clerk of the Commission