

**AGENDA**  
**POLICE MERIT COMMISSION**  
**Monday August 12, 2024 9:00 a.m.**  
**Council Chambers**

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

<https://signin.webex.com/join>

Meeting Number 2302 369 7045

Password Police24

- 1. Call to Order**
- 2. Roll Call**
- 3. Approve Agenda**
- 4. Approve Minutes- Regular Meeting July 22, 2024**
- 5. Police Department**
  - **Disciplinary Notice- Cpl. Clay Martin**
  - **Commendations- Cpl. Kaleb Shank, Ptl. Adam Northcutt, Sgt. Ryan Huff**
- 6. Public Participation**
- 7. Adjournment**

POLICE MERIT COMMISSION  
Monday, July 22, 2024

Vice-President Brad Billings called a regular meeting of the Police Merit Commission (PMC) to order at 9:00 a.m., Monday, July 22, 2024. Clerk Nancy Wilson called the role. Commissioners Brad Billings, Thomas Barber, and Clifton Hildreth attended in person. Jim Rieckhoff and Jean Mayes attended on WebEx.

1. APPROVE AGENDA

On motion by Clifton Hildreth, seconded by Thomas Barber and carried 3-0, the agenda was approved as presented.

2. APPROVE MINUTES: Regular Meeting July 8, 2024

On motion by Thomas Barber, seconded by Clifton Hildreth and carried 3-0, the minutes from July 8, 2024 were adopted.

3. POLICE DEPARTMENT

Chief Dan Milanese presented a request to hire Mitchell Garrett. Mr. Garret passed all of the required medical and psychological screenings, as well as the appropriate background searches necessary to become employed with the Elkhart Police Department as a police officer. He requested that the PMC would hire him and that he be sworn in. On motion by Thomas Barber, seconded by Clifton Hildreth and carried 4-0, the PMC hired Mitchell Garrett.

Chief Dan Milanese presented a request to hire Zachary Burton Villani-Raymond. Mr. Villani-Raymond passed all of the required medical and psychological screenings, as well as the appropriate background searches necessary to become employed with the Elkhart Police Department as a police officer. He requested that the PMC would hire him and that he be sworn in. On motion by Clifton Hildreth, seconded by Thomas Barber and carried 4-0, the PMC hired Zachary Villani-Raymond.

Chief Dan Milanese presented a request to hire Rey Martin Lozano Heredia. Mr. Heredia passed all of the required medical and psychological screenings, as well as the appropriate background searches necessary to become employed with the Elkhart Police Department as a police officer. He requested that the PMC would hire him and that he be sworn in. On motion by Thomas Barber, seconded by Clifton Hildreth and carried 4-0, the PMC hired Rey Heredia.

Chief Dan Milanese presented a request to hire Randy Lamar Allen Jr. Mr. Allen Jr. passed all of the required medical and psychological screenings, as well as the appropriate background searches necessary to become employed with the Elkhart Police Department as a police officer. He requested that the PMC would hire him and that he be sworn in. On motion by Clifton Hildreth, seconded by Thomas Barber and carried 4-0, the PMC hired Randy Allen Jr.

Chief Dan Milanese presented a request to hire Joshua Riley Gorbali. Mr. Gorbali passed all of the required medical and psychological screenings, as well as the appropriate background searches necessary to become employed with the Elkhart Police Department as a police officer. He requested that the PMC would hire him and that he be sworn in. On motion by Thomas Barber, seconded by Clifton Hildreth and carried 5-0, the PMC hired Joshua Gorbali.

Chief Dan Milanese presented a request to hire Nicolas Lee LeWallen. Mr. LeWallen passed all of the required medical and psychological screenings, as well as the appropriate background searches necessary to become employed with the

POLICE MERIT COMMISSION  
Monday, July 22, 2024

Elkhart Police Department as a police officer. He requested that the PMC would hire him and that he be sworn in. On motion by Clifton Hildreth, seconded by Thomas Barber and carried 4-0, the PMC hired Nicolas LeWallen.

Mayor Rod Roberson swore them in as follows: "I swear that I will diligently, honestly, faithfully and impartially, perform all my duties as a police officer of the City of Elkhart according to the law. I will support and defend the Constitution of the United States, and the Constitution of the State of Indiana. I will observe the rules and regulations established by the Police Merit Commission, and the Chief of Police of the Elkhart Police Department."

The Commission took a recess for celebration and photos. Brad Billings called the meeting to order.

4. 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 9:36 a.m.

\_\_\_\_\_ Brad Billings, Vice-President

Attest: \_\_\_\_\_ Clifton Hildreth, Secretary

Rod Roberson  
*Mayor*  
Dan Milanese  
*Chief*



*Police Department*  
175 Waterfall Dr.  
Elkhart, IN 46516  
574.295.7070  
Fax: 574.293.0679

August 7, 2024

Police Merit Commission  
Municipal Building  
229 S. Second St.  
Elkhart, IN 46516

RE: Cpl. Clay Martin  
Disciplinary Action

Dear Commissioners:

Due to the violation of the policies listed below Cpl. Clay Martin has received a written reprimand. Cpl. Martin responded to a call for service and with information provided a report should have been taken. A report wasn't taken at that time.

**SUSTAINED: Policy 323.5.1 (b) Required Reporting-criminal activity**

**ACTION: Written Reprimand**

Respectfully,

Daniel Milanese  
Chief of Police

C: Personnel File  
Professional Standards  
Captain Moore

**COMMENDATION**



TO: *Corporal Kaleb Shank #478*

FROM: *Captain Bryan Moore*

DATE: *February 20, 2024*

RE: *Commendation*

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The Elkhart Police Administration was made aware of your actions during the following event and we wish to personally commend and recognize you for your outstanding police work and your dedicated service to the Elkhart Community.

On February 2, 2024, Cpl Shank was informed of a robbery that occurred at the Rebel Gas Station on Toledo Road. He took the details of the robbery from MCT and ran it through the Flock system to obtain a possible location on the suspect vehicle. Cpl Shank then assisted in capturing an armed suspect as well as a second suspect who fled on foot.

Using his knowledge of specialized police programs and detective skills, Cpl Shank assisted in capturing a violent felon. Cpl Shank often goes above and beyond expectations when it comes to investigations.

Your actions reflect highly upon the Elkhart Police Department and the law enforcement profession. We are proud to recognize you for your exceptional police work.

Job well done!

Respectfully,

  
\_\_\_\_\_  
Captain Bryan Moore

  
\_\_\_\_\_  
Chief Dan Milanese

**COMMENDATION**



TO: *Patrolman Adam Northcutt #458*

FROM: *Captain Bryan Moore*

DATE: *June 27, 2024*

RE: *Commendation*

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The Elkhart Police Administration was made aware of your actions during the following event and we wish to personally commend and recognize you for your outstanding police work and your dedicated service to the Elkhart Community.

Cary Anderson, the Head Principal of Elkhart High School, sent the following information in regards to an emergency call at the school

*Elkhart High School would like to recognize Ptl Adam Northcutt and his supervisor Sgt Ryan Huff for their efforts on Friday, June 14, 2024. We had a difficult and sensitive student situation and they responded to the call and handled it very professionally, showing compassion and were very understanding of the nature of the situation. The call ultimately fell under another police jurisdiction however; these EPD officers took control and handled it in spite of the lack of urgency from other officers in the matter. Well done officers!*

Your actions reflect highly upon the Elkhart Police Department and the law enforcement profession. We are proud to recognize you for your exceptional police work.

Job well done!

Respectfully,

  
\_\_\_\_\_  
Captain Bryan Moore

  
\_\_\_\_\_  
Chief Dan Milanese



**COMMENDATION**



TO: *Sergeant Ryan Huff #442*

FROM: *Captain Bryan Moore*

DATE: *June 27, 2024*

RE: *Commendation*

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The Elkhart Police Administration was made aware of your actions during the following event and we wish to personally commend and recognize you for your outstanding police work and your dedicated service to the Elkhart Community.

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Your actions reflect highly upon the Elkhart Police Department and the law enforcement profession. We are proud to recognize you for your exceptional police work.

Job well done!

Respectfully,

  
\_\_\_\_\_  
Captain Bryan Moore

  
\_\_\_\_\_  
Chief Dan Milanese