

**TOWN OF WEDDINGTON
SPECIAL PUBLIC SAFETY ADVISORY COMMITTEE MEETING
TUESDAY, MARCH 6, 2012 – 10:00 A.M.
MINUTES**

The Public Safety Advisory Committee of the Town of Weddington, North Carolina, met in a Special Session in the Town Hall Council Chambers, 1924 Weddington Road, Weddington, NC 28104 on March 6, 2012 at 10:00 a.m., with Chairman Michael Smith presiding.

Present: Chairman Michael Smith, Michael Carver, Werner Thomisser, Gene Melchior, John Houston and Town Administrator/Clerk Amy S. McCollum

Absent: Vice-Chairman Jennifer Romaine and Pamela Hadley

Visitors: Judy Johnston and Ken Evans

Item No. 1. Open the Meeting. Chairman Michael Smith called the March 6, 2012 Special Public Safety Advisory Committee Meeting to order at 10:00 a.m.

Item No. 2. Determination of Quorum. There was a quorum.

Item No. 3. Consideration of Approval of the February 6, 2012 Special Public Safety Advisory Committee Meeting Minutes. Mr. Michael Carver moved to approve the February 6, 2012 Special Public Safety Advisory Committee Meeting Minutes. All were in favor, with votes recorded as follows:

AYES: Houston, Melchior, Thomisser, Carver and Chairman Smith
NAYS: None

Item No. 4. Consideration of Approval of the 2012 Meeting Schedule. Mr. Carver moved to approve the 2012 Meeting Schedule. All were in favor, with votes recorded as follows:

AYES: Houston, Melchior, Thomisser, Carver and Chairman Smith
NAYS: None

SCHEDULE OF PUBLIC SAFETY ADVISORY BOARD MEETINGS – 2012

DATE	TIME	LOCATION
January 5, 2012 (Special)	6:45 p.m.	Town Hall Council Chambers
February 6, 2012 (Special)	12:30 p.m.	Town Hall Council Chambers
March 6, 2012	10:00 a.m.	Town Hall Council Chambers
April 3, 2012	10:00 a.m.	Town Hall Council Chambers
May 1, 2012	10:00 a.m.	Town Hall Council Chambers
June 5, 2012	10:00 a.m.	Town Hall Council Chambers
July 3, 2012	10:00 a.m.	Town Hall Council Chambers
August 7, 2012	10:00 a.m.	Town Hall Council Chambers
September 4, 2012	10:00 a.m.	Town Hall Council Chambers
October 2, 2012	10:00 a.m.	Town Hall Council Chambers
November 6, 2012	10:00 a.m.	Town Hall Council Chambers
December 4, 2012	10:00 a.m.	Town Hall Council Chambers

Item No. 5. Consideration of Approval of Amendments to the Committee's Rules of Procedures.

Mr. Gene Melchior moved to approve the following amendments to the Committee's Rules of Procedures. All were in favor, with votes recorded as follows:

AYES: Houston, Melchior, Thomisser, Carver and Chairman Smith
NAYS: None

**Article IV
Meetings**

- 4-1 ~~The Committee shall hold its initial meeting no later than January, 2011 and all other Committee meetings shall be scheduled as needed.~~ **Regular Meetings of the Board shall be held on the 1st Tuesday of each month at 10:00 a.m. at the Weddington Town Hall or on any other date as shown on the approved calendar of meeting dates.** All meetings shall be held in accordance with the North Carolina Open Meetings Law.

Item No. 6. Review of Sheriff's Contract including Proposal Regarding the Purchase of Technology for Town Deputies. Chairman Smith reviewed the following proposal with the Committee:

Subject: Proposal for the purchase of two new computers for use by the Weddington Deputies

The Town of Weddington Public Safety Committee is actively making assessments of current needs of the Town in regards to public safety issues and how best to address them. One of the topics of concern was reviewing the contract between the Town and the UCSO and how best to assist the Deputies with providing the best service to the Town as possible. During a meeting with Deputy Tyler Mills of the UCSO and Public Safety Committee Chairman Michael Smith it was learned that the computers located in the police room at the Town Hall are outdated and not meeting the needs of the Town Deputies.

Below are some of the issues and concerns in regards to the existing computers.

- While the deputies' patrol vehicles are equipped with laptop computers there are certain data bases that they are unable to access via the laptops/wireless system for security and legal reasons. Some of these programs are accessed on a routine basis and may be accessed through the computers at the Town Hall, however, due to the age of these computers and the slow speed in which they function the computers timeout, causing system login failures. Due to the fact that the data being entered is time sensitive the Deputies must now leave the town limits and respond to their headquarters to complete their work. This now takes them out of service and unable to respond to calls within the town limits. This issue can be rectified by the purchase of two new computers.
- Although the deputies write most of their reports on the laptops in their patrol vehicles, there are some reports where this may not be the best option. Due to the complexity and length of some reports the deputies must write, it could take hours to complete, requiring them to twist sideways in their seats to type on the computer. This body position over a prolonged period of time can cause severe back pain, and possible injury, (this is a legitimate issue that does exist, which the Chairman has personal knowledge of). The report writing program that they use can be accessed via the computer at the Town Hall but the same problem exists with the speed of the computer causing login failure. Again, this forces the Deputies to respond to their headquarters to complete their duties, and taking them away from the Town. This issue can also be rectified by the purchase of new computers.

- While the laptop computers in the Deputies' patrol cars serve as a valuable tool in the performance of their duties there still remain tasks that are best performed at a desk top computer.

The Committee investigated two options for the purchase of new computers for the deputies.

Option #1: The price of two midline computers plus printer was priced at Best Buy for \$1,500.00. This did not include any operating systems or extra features. This price does include a flat screen monitor, hard drive, keyboard, and mouse control. Any technical support could be added at an extra cost to the Town.

Option #2: Was suggested by the I.T. person for the UCSO. Two computers can be purchased through the UCSO from Micro Supply, Inc. which is the company that the UCSO does business with. The computers to be purchased are top of the line and can be purchased at a discounted rate through a business relationship that the UCSO has with Micro Supply, Inc. The computers will be owned by the Town but all necessary operating systems and programs will be installed and maintained by the UCSO at no additional cost to the Town. Below is a bid/estimate that was provided by the I.T. Department at the UCSO and reflects the cost of one computer. Total cost for two computers: \$1,176.00.

**It is important to note that it may be necessary to install a new and larger data line for the computers at a later date to solve any support issues. However, on the advice of the UCSO I.T. personnel we should wait and see if the new computers solve the login issues. This will insure that no extra money is spent that doesn't have to be.*

After reviewing both options it is the recommendation that the Council consider option #2. This option provides a superior and familiar product at a reasonable cost without having to pay the additional expense for the operating system. An additional benefit will be that all future upgrades and maintaince will be provided by the UCSO at no additional cost to the Town.

Although it might be said that the purchase of new computers for the Deputies is the responsibility of the County the likelihood of this happening due to budget issues is highly questionable. Therefore, it is the opinion of the Public Safety Committee, that the Town of Weddington should immediately purchase new computers for the Deputies and in the future, when at all possible the Town should incur any reasonable expense in support of the Town Deputies to insure the best police service possible, for the citizens of Weddington.

The Committee received a copy of the Deputy Agreement between the Town of Weddington and the UCSO dated July 13, 1999.

Committee members questioned why two computers would be needed. Chairman Smith advised that it would allow a backup in case one of the computers goes down and there are chances of having more than one deputy using the equipment at one time. Chairman Smith felt that this would help prevent the deputies from leaving the Town. Mr. Carver felt that it shows support and allegiance to the deputies and makes them feel cared for by Weddington.

Mr. Thomisser questioned if anyone had spoken with Sheriff Cathey regarding this proposal because they are putting a satellite office at Wesley Chapel VFD and questioned whether this would be redundant. He was concerned that deputies are going to work out of that office as opposed to working from the Town.

Chairman Smith - I have heard that something is going to be there and maybe a major hub at Wesley Chapel. I am sure there are going to be resources available to them at that location. That is in Wesley Chapel. We need to keep them in Weddington. I believe you will have a lot of people at that location using those resources and if we can provide that here it minimizes them leaving. The Sheriff's Office will add the additional software and do all the support.

Mr. Melchior discussed that the products listed were not top of the line and did not have a lot of capacity but probably are better than what they have.

There was discussion of the computers being shipped to Town Hall and for the Sheriff's IT person to come to the Town Hall to install the software instead of being shipped to the Sheriff's Office.

Committee members questioned how many hours per year this would keep the deputies in the Town limits of Weddington.

Mr. Melchior will research other computers to get different prices on what would be best and will present at the next meeting.

Item No. 7. Discussion - Future Considerations for Weddington Deputies. Chairman Smith advised that a future consideration would be to move the deputies in the garage so that they could have their own space.

Mr. Thomisser advised that he was approached by a Marvin Councilmember regarding sharing a deputy with them which would give the Town approximately 3 ½ deputies. Mr. Thomisser advised that he would go back and have another discussion with Marvin and would report back at the next meeting. Committee members discussed how the Town would determine if another deputy is needed. It was mentioned that crime statistics could be used in that determination.

Item No. 8. Discussion and Consideration – Town Hall Security Updates. Chairman Smith discussed security upgrades to the Town Hall to help create a safe work environment for employees and the Mayor and Council. He stated, "I would like to replace the back door with a combination lock. Any person that had access to this building prior to this date could have easily made duplicate keys. You are always going to run that risk as employees and council come and go. The alarm code has not been changed in a while. The other two combination locks will be in the Town Administrator/Clerk's office and the Tax Collector's office due to sensitive materials in their office. This place can be a mad house on meeting nights and sensitive materials should be restricted. We would also rekey all the other doors. As people come and go you can add or delete the code. The hope is once you type in your code to get in the back door you will have the same code to turn off the alarm. I am trying to restrict access to the building. It is a one-time cost. We are also considering panic buttons in several offices in the Town Hall. The cost for the combination lock system is \$387.00. I would be able to install at no additional costs. Rekeying would cost \$125.00 to have the four doors done. We are in the process of seeing how many codes can be allowed in the alarm system. We will also purchase peep holes which are very inexpensive."

The following future Town Hall security considerations were discussed:

- Security cameras
- Buzzer door on the front door
- Replacing combination locks with key card to track who is in the building

The Committee discussed having security at Town Council Meetings and advised that usually the Town deputy can be in attendance unless they have to leave to take a call. Members mentioned that Union County has an off-duty deputy program that the Town may be able to use for future meetings.

Mr. Thomisser moved to recommend to the Town Council the need for a deputy (whether the Town's contract deputy or through the Sheriff's Off-Duty Program) to attend all Council Meetings and to research posting the front and rear doors with communication indicating that concealed weapons are now allowed and people entering Town Hall are subject to being searched. All were in favor, with votes recorded as follows:

AYES: Houston, Melchior, Thomisser, Carver and Chairman Smith
NAYS: None

Chairman Smith advised that he would draft a proposal for the Town Council on the bigger security items to be considered during Town budget discussions. Town Administrator/Clerk McCollum will speak with the Finance Officer to see if any of the smaller items could be done this fiscal year.

Item No. 9. Set April Meeting Agenda. The Committee asked that the following agenda items be added to the April Meeting:

- Review and Consideration of Proposal Regarding the Purchase of Technology for Town Deputies
- Update on Town Hall Security Updates
- Report from Providence VFD Board of Directors' Meeting – Mr. John Houston
- Consideration of Defibrillator for Town Hall

Item No. 10. Adjournment. Mr. Melchior moved to adjourn the March 6 2012 Public Safety Advisory Board Meeting.

AYES: Houston, Melchior, Thomisser, Carver and Chairman Smith
NAYS: None

The meeting adjourned at 11:31 a.m.

Michael Smith, Chairman

Attest:

Amy S. McCollum, Town Clerk