

Balsam Lake-Centuria Police Department  
Tuesday December 10, 2019 6:30 pm to 8:45 pm Centuria Village Hall

Meeting called to order by Commissioner Faye Brittan.

Members present on roll call: Faye Brittan, Jim Duncan, Chuck Ellsworth, Stan Swiontek, Dave Sarow  
Others present: Eric Jorgensen

Discussion was held on the operations of the Balsam Lake-Centuria Police Department.

Projected goals for 2020: Hire a police chief (done at the November meeting); hire two full time police officers; hire part time police officers and hire police officer to work the boat patrol (who will also work as a part time police officer).

Discussion was held on forming a hiring committee to hire the full time police officers. The committee will consist of the following members: Police Chief Jorgensen, two commission members, one police chief from surrounding communities and a Polk County officer. **Motion by Stan Swiontek to approve Dave Sarow and Jim Duncan to the hiring committee. Seconded by Faye Brittan. All in favor. Carried.**

Faye Brittan will place an ad for full time/part time police officers in the yellow advertiser and Lori Duncan will place an ad in the Ledger. Deadline for the resumes/applications is January 16<sup>th</sup>, 2020.

The Village of Balsam Lake will act as the fiscal agent for the department. For official documents the department will use the Village of Balsam Lake's phone number (715-485-3424), fax number (715-485-9339), email ([vobl@lakeland.ws](mailto:vobl@lakeland.ws)) post office number (PO Box 506) and street address (404 Main Street). Both villages will provide office space for the Balsam Lake-Centuria Police Department.

Discussion was held on the police department vehicles. The Village of Balsam Lake will sell their police vehicle (2007 Ford Crown Victoria) and the Balsam Lake-Centuria Police Department will purchase a new vehicle using the funds available from both Villages. The titles will be changed to the Balsam Lake-Centuria Police Department for the remaining three vehicles: 2013 Ford Interceptor; 2009 Ford Crown Victoria and a 2014 Ford Interceptor Police Car.

An inventory list will be drawn up by Police Chief Jorgensen listing inventory from both Village current departments and Police Chief Jorgensen and another officer will draw up a list from the evidence rooms.

Discussion was held on the 2020 budget. Brock Geyden, Auditor for both villages stated that the Balsam Lake-Centuria Police Department will be able to use the same workhorse program for the accounting and payroll in a separate fund. The department will need to apply for their own federal EIN number and state withholding number. Lori has not heard back from the WRS yet regarding WRS acceptance.

Discussion was held on the Salary and Benefit Policy revisions. Lori Duncan will contact the Village of Balsam Lake's health insurance carrier regarding providing health insurance to the full time officers.

The discussion on liability insurance was tabled at this time.

The January meeting will be held on January 20<sup>th</sup> in Balsam Lake at 6:30 pm. Items on the agenda: action on a three year term for the member at large; review of the police and procedure manual and discussion and possible action on liability & health insurance.

**Motion by Jim Duncan to adjourn. Seconded by Stan Swiontek. Carried.**

Lori Duncan, Village Balsam Lake Clerk Treasurer