



**MINUTES OF MEETING OF THE NORTHEAST POLICE
DEPARTMENT COMMISSION
LOCATION: 1401 FM 424, CROSS ROADS, TEXAS
Monday, September 30, 2013
REGULAR SESSION – 7:00 P.M.**

**TOWN OF CROSS ROADS
COUNTY OF DENTON, TEXAS**

The Northeast Police Department Commission of the Town of Cross Roads and Town of Krugerville, Texas, met in a Regular Session on Monday, September 30, 2013. The meeting was held within the boundaries of the Town of Cross Roads and was open to the public.

REGULAR SESSION – 7:00 PM

1. CALL TO ORDER – 7:00 P.M.

2. ROLL CALL

	PRESENT	ABSENT
Chair Mike Starr	X	
Commissioner Hill	X	
Commissioner Johns	X	
Commissioner Parrent	X	
Commissioner Siano	X	
Commissioner Smith	X	

Chair Starr announced that there was a quorum present and asked each Commissioner to introduce themselves to the rest of the Commission and audience.

3. ANNOUNCEMENTS AND UPDATES:

- a. COMMISSION CHAIR**
- b. COMMISSIONERS**
- c. CHIEF OF POLICE**

Chair Starr stated he has asked Susan Bradley to hold off on hiring an additional court clerk until the Commission has a chance to review the need.

Commissioners Hill and Smith gave a little background on the history of the creation of the Northeast Police Department.

Chief Edland gave an update on outstanding items and announced that the Northeast Police Department starts at 9:00 a.m. on October 1, 2013.

4. CITIZENS INPUT FOR ITEMS ON THE AGENDA

Complete a Citizens Input form, and hand it to the Board Secretary. Please limit your comments to three minutes in duration and you are restricted from passing your time or any portion of unused minutes on to another citizen for comment. Action on your statement may only be taken at a future meeting.

No comments were made.

5. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING APPOINTING A VICE CHAIR TO ACT IN THE CHAIR'S ABSENCE

Motion made by Commissioner Johns, seconded by Commissioner Siano, to appoint Commissioner Smith as Vice Chair. Motion carried unanimously.

6. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE CREATION OF BYLAWS FOR THE COMMISSION

Motion made by Commissioner Johns, seconded by Commissioner Hill, to operate from the Interlocal Agreement until such time it is necessary for the creation of bylaws, if needed. Motion carried unanimously.

7. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING SETTING THE LOCATION AND MEETING DATES FOR COMMISSION

Motion made by Commissioner Parrent, seconded by Commissioner Smith, to meet on the third Thursday of the month at 7:00 p.m. at the Town of Cross Roads Town Hall beginning October 17, 2013. Motion carried unanimously.

8. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE CHIEF OF POLICE JOB DESCRIPTION

Motion made by Commissioner Smith, seconded by Commissioner Johns, to postpone this agenda item until the next meeting and have commissioners send revisions to staff. Motion carried unanimously.

9. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE CHIEF OF POLICE EMPLOYMENT CONTRACT

Motion made by Commissioner Smith, seconded by Commissioner Siano, to postpone and bring back to the next meeting to allow staff time to research options of contract length. Motion carried unanimously.

10. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING DENTON COUNTY INTERLOCAL AGREEMENT FOR DISPATCH SERVICES

Motion made by Commissioner Smith, seconded by Commissioner Johns, to approve the Denton County Interlocal Agreement for Dispatch Services for Northeast Police

Department, including calls for both the Town of Cross Roads and the City of Krugerville to be paid quarterly for a total payment of \$10,632. Motion carried unanimously.

11. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING DESIGNATING AUTHORIZED SIGNERS OF THE NORTHEAST POLICE DEPARTMENT BANK ACCOUNT

Motion made by Commissioner Hill, seconded by Commissioner Smith, to designate initial signers to be Cross Roads Mayor Steve Smith and Krugerville Council member Jeff Parrent with secondary signers to be Cross Roads Town Secretary Shannon DePrater and Krugerville Mayor Dave Hill. Motion carried unanimously.

12. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE APPOINTMENT OF NORTHEAST POLICE DEPARTMENT OFFICERS

Motion made by Commissioner Parrent, seconded by Commissioner Smith, to appoint:

- Officer White
- Officer Tinkle
- Officer McCraw
- Officer Wrobel
- Reserve Officer Hawkins

Motion carried unanimously.

13. CONSIDER AND TAKE APPROPRIATE ACTION DESIGNATING STAFF TO DRAFT A RESOLUTION DICTATING THE CHIEF OF POLICE'S AUTHORITY REGARDING OFFICER APPOINTMENTS

Motion made by Commissioner Johns, seconded by Commissioner Smith, to direct Staff to draft a Resolution dictating the Chief of Police's Authority regarding Officer Appointments as written in the Joint Interlocal Agreement. Motion carried unanimously.

14. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE LEASE AGREEMENT WITH DENTON COUNTY FOR USE OF OFFICE SPACE AT THE STEVEN COPELAND GOVERNMENT CENTER

Motion made by Commissioner Parrent, seconded by Commissioner Siano, to approve monthly payments not to exceed \$600 a month for no more than twenty-four months. Motion carried unanimously.

15. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING ATTORNEY SERVICES

Motion made by Commissioner Hill, seconded by Commissioner Johns, to appoint David Berman as the primary attorney for the Commission with John Hightower secondary attorney, as needed. Motion carried unanimously.

16. CITIZENS INPUT FOR ITEMS NOT ON THE AGENDA

Complete a Citizens Input form, and hand it to the Board Secretary. Please limit your comments to three minutes in duration and you are restricted from passing your time or any portion of unused minutes on to another citizen for comment. The Commission is restricted from discussing or taking action on items not posted on the agenda. Action on your statement may only be taken at a future meeting.

Deputy City Secretary of Krugerville requested the Commission review the need for a second court clerk. Chair Starr stated that this is an issue for Krugerville's Town Council and they will review when the time is right.

17. COMMISSION REQUESTS FOR FUTURE AGENDA ITEMS

No Commission deliberation or discussion may take place during this agenda item.

Commissioner Smith requested Staff keep a running total of which documents need to be revised.

Commissioner Smith requested Staff research the use of Memorandum of Understanding for surrounding cities.

Commissioner Parrent requested some sort of Public Relations/Marketing initiatives to involve residents with Northeast Police Department Commission be discussed at the next meeting.

18. ADJOURN

Motion made by Commissioner Smith, seconded by Commissioner Johns, to adjourn. Meeting adjourned at 7:57 p.m.



Susan Zambrano, Commission Secretary
Northeast Police Department Commission



Mike Starr, Chair
Northeast Police Department Commission