

**MOUNTAIN BAY METROPOLITAN POLICE
OVERSIGHT BOARD MEETING MINUTES
November 20, 2024**



Accepted: December 18, 2024

1. Call to Order:

Chairman Dan Mortensen called the meeting to order at 4:00 p.m. Members present: Jamie Weiland, Jim Pinsonneault, Mark Maloney, Dan Helgeson, and Chairman Dan Mortensen. Also present: Chief of Police Jeremy Hunt, Captain Nicholas Aldrich, Rothschild Administrator Ryan VanDeWalle, Weston Administrator Jami Gebert, and Clerk Elizabeth Felkner.

2. Announcements and Statements from the Audience: None.

3. Minutes of Previous Meeting(s):

Motioned by Pinsonneault/Helgeson to Approve the Oversight Board Meeting Minutes of October 16, 2024 and November 13, 2024 as Presented. Questioned and carried 5:0.

4. Day-to-Day Operations Updates:

Chief Hunt requested to move this agenda item to the end.

Motioned by Pinsonneault/Maloney to Move Agenda Item #4 to the End. Questioned and carried 5:0.

5. Discussion and Possible Action Regarding Civil Engineering Services for Building:

Mr. VanDeWalle explained to the Board, that the department is now ready to seek civil engineering services and requesting the Board to move forward with seeking for bids. Some of the firms that might request for bids would be JDS, REI, and Vreeland.

Motioned by Maloney/Pinsonneault to Approve the Seeking of Bids for the Civil Engineering Services for the Building. Questioned and carried 5:0.

6. Discussion and Possible Action Regarding the Police Department Building Design:

Chief Hunt explained and displayed the layout of the proposed building for the Police Department Building. The Board offered feedback pertaining to adjustments to the building.

No Action Taken.



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7. Discussion and Possible Action Regarding Spectrum Insurance Reimbursement
Check to the Mountain Bay Metropolitan Police Department:

Captain Aldrich explained that Everest Metro Police Department was insured through Spectrum Insurance Group and completed their final audit from January to May of 2024. Captain Aldrich is seeking guidance as to where the funds should be deposited to. The funds were originally generated through Everest Metro Police Department funds and Ms. Gebert mentioned that the municipalities with Everest Metro Police Department would receive some funds in return after the audits are completed between departments. The Board suggested to place the funds in a designated liability account and reimburse the municipalities once audit is complete.

Motioned by Helgeson/Maloney to Place the \$48,038.00 Funds into a Restricted Account for Future Disbursements Once the Audit is Completed. Questioned and carried 5:0.

8. Discussion and Possible Action Regarding State Training Reimbursement:

Captain Aldrich explained that Everest Metro Police Department paid for part of the annual recertification training hours for the officers. Captain Aldrich did mention that not all Everest Metro officers were able to obtain their recertification due to staffing levels at Everest Metro Police Department. Training hours/cost was split between both departments, with a large amount of training occurring during and after the transition to Mountain Bay Metro. Now with the merge, all outstanding officers were able to complete their recertification training. A reimbursement check was issued, and Captain Aldrich is seeking guidance as to where the funds should be deposited. This was why guidance was sought for the reimbursement check, as Everest Metro Police Department didn't pay for a majority of the training but received the entire reimbursement check from the state.

Motioned by Helgeson/Maloney to Place the \$5,040.00 Funds into a Restricted Account.

Chief Hunt is requesting the funds go to the Mountain Bay Metro's Training Account.

Amended Motion by Helgeson/Maloney to Place the \$5,040.00 Funds into the Mountain Bay Metropolitan Police Department Training Account as Requested. Questioned and carried 5:0.



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9. Discussion and Possible Action Regarding Hiring a Part-Time Clerical Assistant:

Chief Hunt is seeking approval to hire a part-time clerical assistant due to short staff and overwhelming workload. Chief Hunt mentioned the clerical assistant would range between \$18-\$20 per hour and work roughly 20-25 hours per week, depending on qualifications.

Motioned by Maloney/Weiland to Approve Hiring a Part-Time Clerical Assistant with a Pay Range Between \$18-\$20 Per Hour Working Roughly 20-25 Hours Per Week. Questioned and carried 5:0.

10. Discussion and Possible Action Regarding Wages for Crossing Guard Personnel:

Chief Hunt explained that now with the merge, there are 3 crossing guards that are getting paid different amounts and would like to keep it consistent with all. The Board agrees to pay one crossing guard \$15 per Hour for 2 Hours a Day.

Motioned by Maloney/Weiland to Approve the Wages for Crossing Guard Personnel to \$15.00 Per Hour for 2 Hours a Day Effective Immediately. Questioned and carried 5:0.

11. Day-to-Day Operations Updates:

Chief Hunt gave an update on his department.

- The department will be changing the health insurance to Security Broad. Delta Dental and Delta Dental Vision are staying the same.
- Municipal Court is busy, and the new employee is working great.
- Chief Hunt's review is underway and will be brought to the next meeting.
- Captain Aldrich mentioned that the Flock Camera is going to be installed on or around November 25th.

12. Adjourn:

Motion by Maloney/Helgeson to Adjourn. Questioned and carried 5:0. Meeting Adjourned at 5:16 p.m.

Prepared by: Elizabeth Felkner, Clerk