



**Town of Port Deposit
Public Safety Committee Meeting Minutes
December 7, 2021**

CALL TO ORDER – Chairman Brown called the meeting to order at 6:00 p.m.

PRESENT – Chairman Brown, Mayor Kuhs, Councilman Knight, Town Administrator Rinkerman, Treasurer Sookiasian and Chief of Police Smith.

APPROVAL OF MINUTES – The minutes from the November 2, 2021 Public Safety Meeting were presented.

Motion made by Councilman Knight to approve the November 2, 2021 minutes. Seconded by Mayor Kuhs. All in favor. Motion carried unanimously.

COMPUTER EQUIPMENT UPDATE – Treasurer Sookiasian has continuously been working with the Cecil County Sheriff's Office IT and Dell representatives to obtain information about the recommended equipment for Chief Smith's computer and additional equipment including a docking station, car mount, and dual monitors. Treasurer Sookiasian presented estimates from Dell for the unit (not to include mounting). Also discussed with the representatives was the addition of a power source, air card, annual virus protection, and an annual license fee which is tied into the annual radio fee of \$10,000. Treasurer Sookiasian anticipates that once the equipment is ordered, it will need to be installed, software programs will need to be purchased/loaded, and Chief Smith will need orientation/training.

Chairman Brown inquired how much money is left in the budget in order to see if there is a surplus to cover the cost of the radio. Treasurer Sookiasian stated that the \$10,000 radio cost is not in the budget for this year but is in the forecast. Looking at next year's budget there would be a deficit of \$30,000 with all of the information that is known at this time without any adjustments.

Councilman Knight questioned how the computer will be used, what programs would be used, what and how often will it be needed on a daily basis. Chief Smith responded that Cecil County uses a program to complete their reports, to get statistics for the county, and additional programs can be added to run tags/driver's license and Etix. She stated she has never used the system before so she is unsure what the computer and programs can do and would need training/certification. Chief Smith suggested that she have someone come meet with the Public Safety Committee to inform them of the uses for the computer and programs.

Councilman Knight asked what the driver for getting the computer is if Chief Smith is unaware of the uses of the computer. Chief Smith stated she was informed by Major Stanko of the Cecil County Sheriff's Office that the County does not recognize her because she is not in their system and she has to call them to run tags, license, etc.

Chairman Brown asked what additional programs that are not included with the program would be needed, what fees are associated with those additional programs, and what does the \$10,000 fee include? Chief Smith stated that she is unsure and wishes to have someone who is more knowledgeable about the computers and programs present why it is so important and what software is needed. She reiterated that Major Stanko insisted that she needs the computer. Chairman Brown stated that he doesn't question the need for the computer; however the Public Safety Committee would like to know what they are getting for the expense, the purpose of the computer, the programs needed and their purpose, and any additional fees for those programs.

PURCHASE OF RADAR UNIT – Chief Smith asked if she could purchase a new radar unit. She stated she borrowed a radar unit from Perryville but it needs calibrated and does not know who is able to do that. Treasurer Sookiasian stated that she could mail the unit to the same company the town previously sent radar units for calibration. Chief Smith will proceed with sending the radar unit to the company.

UPDATE FROM CHIEF SMITH – Chief Smith has taken the surplus equipment to the auction, stating that half of the equipment will be sold this month, and the other half in February. The equipment included an old radar unit, a vest, a shield, and two (2) more police guns.

Chief Smith stated that she now has a cage in the back of her car to transport arrestees.

Meeting was adjourned at 6:59 p.m. The meeting was recorded and audio is available upon request.

Approved:



Kevin Brown, Chairman