

### Supplemental Narrative - June 3 Executive Session

The Village Board, recognizing the public interest in the resignation of Chief Lewis, has determined it appropriate to provide additional context regarding the June 3 executive session. While the officially adopted minutes for that session remain the permanent and official record of proceedings, the Board acknowledges that those minutes reflect a "10,000 foot overview" of the most essential topics discussed.

To promote transparency and to ensure the public has a clearer understanding of the matters considered, the Board has resolved to adopt a supplemental narrative of the June 3 executive session. This narrative is not a substitute for the official minutes, nor does it alter or amend them in any respect. Rather, it is offered as an accompanying document, intended to summarize in greater detail the topics discussed, the context in which they arose, and the considerations that guided the Board's deliberations.

By adopting this supplemental narrative, the Village affirms its commitment to transparency while maintaining the integrity of the official record.

### Chief Lewis' Use of Village Squad Car

- Trustee Talia Allen reported observing Chief Lewis operating the new squad car in the Sterling/Rock Falls area over a past weekend.
- Trustee Miles reported observing Chief Lewis operating the squad car in Milledgeville.
- Village President Shaner and Trustee Meinders discussed the historical usage policy of Village squad cars under President Foust.

### Police Department Finances and Expenditures

- The Clerk reported the purchase of over \$500 in gasoline during the past month, all of which was purchased in Sterling/Rock Falls.
- The Clerk reported that Chief Lewis had requested new credit cards, stating his existing card was cracked. Discussion followed that replacement of a credit card should be unnecessary as the gas card is intended to be kept at the Shannon Casey's for Village use.
- The Village President noted that the magnetic markings for the new squad car have not been ordered, and the Chief had seemingly taken no action since the Board's vote to approve the markings.
- The Village President stated that while he has oversight of the Police Department, the Board holds the "pursestrings."
- The Board discussed the issue of Police Department finances, noting a year-to-year spending increase of over 50%. It was noted that the Chief was not employed for the entire duration of the original fiscal year of this year-to-year increase.

- The Village Attorney informed the Board that last year's appropriations for the Police Department totaled \$151,000, while the department's actual spending exceeded \$190,000.

### **Chief Lewis' Hours, Lack of Oversight, and Spending**

- A concern was raised regarding the Chief's practice of spending exorbitant periods of time in the office with both residents and non-residents.
- It was noted that villagers have complained about the Chief's lack of visible presence in Shannon.
- The Village President stated that the Chief is prone to hyperbole, however, he is present at work most "business days," though the majority of that time is spent in his office (and not patrolling); he also makes an effort to attend community events.
- It was noted that the Chief exceeded the approved per diem for training expenses.
- Trustee Allen advocated for the implementation of an approval process for departmental spending.
- The Village President reported that Chief Lewis appeared to have spent over \$1,300.00 on 100 patches for the Police Department; no one has seen these patches, and a discussion ensued regarding the necessity for such a large quantity.
- The Clerk reported that the Chief submitted a time sheet for 203 hours for the past month, an amount significantly higher than his contracted 160 hours. The Chief subsequently recorded the excess 43 hours as comp time without an official approval process for the hours worked over the contracted amount, effectively allowing the Chief to unilaterally decide his work schedule and overtime (without verification).
- There was a consensus among the Board that the Chief had not worked the reported 203 hours in the preceding month.
- The Board discussed that under the previous Village President the Chief did not submit time sheets, but upon instruction to do so, he began noting he was working 50+ hours a week. It was confirmed there is no verification process for these hours.
- Trustee Talia Allen expressed concerns regarding the number of issues related to the Chief and stated the Board should not have to "hand-hold" the Chief.
- The Village President and Clerk noted a history of questionable purchases on the credit card, including one from a vape shop, and that some receipts are still outstanding.
- In response to a query from Trustee Allen, the Village President confirmed that the Chief has previously received both oral and written reprimands.
- It was again noted that the Chief is very rarely seen driving the squad car around Shannon.

### **Future Employment and Departmental Policy**

- Trustee Talia Allen stated the current situation is untenable and suggested a "last call" be made regarding the Chief's employment. She also expressed a desire for a Chief who resides closer to Shannon.

- The Board reiterated the Chief's belief that he could reach Shannon in 28 minutes in a squad car, but it was discussed that said response time was too long to be effective in most critical situations.
- The President reiterated that while supervision falls under him, the Board is fully within its right to pass a resolution for desired changes, and he would act on that resolution and speak with the Chief.
- An extended discussion took place regarding whether to allow the Chief to take the old squad car home or not permit him to take a squad car home at all. The Board discussed whether the Village requires two squad cars and that, ultimately, no squad car should be driven home by the Chief.
- Trustees Allen and Manthey expressed a preference for permanent marking on the squad car, as opposed to the magnets approved by the previous Board (that had not yet been purchased or obtained).
- The Board discussed implementing a policy to confiscate the Chief's keys so that he must "scan" into the Police Department/Village Hall with his key card, thereby creating a trackable record of his hours.
- Trustee Manthey questioned if a Police Chief who cannot be trusted with a credit card is worth retaining. A number of Board members agreed this issue would need to be addressed if the situation does not improve.
- The Board requested improved financial competency and transparency, noting that the current status quo is fiscally irresponsible. A number of Board members agreed that the employment relationship would not continue if changes are not made.
- Trustee Manthey acknowledged the difficulty the Village faced in hiring a Police Chief but asserted that retaining an individual the Board cannot trust is not beneficial. Numerous individuals agreed with this sentiment.
- The Village President inquired if the Board wanted to give the Chief an opportunity to rectify the issues or not. It was agreed that a conversation must occur and that the Chief would be given a final chance to improve his performance and adherence to Village policy.