



**PUBLIC SAFETY COMMITTEE MEETING MINUTES**  
**SPECIAL COUNCIL MEETING**  
4:00 PM September 5, 2019  
Police Department Training Room

**COMMITTEE**

**1. ROLL CALL**

Members present: Mayor Scott Korthuis and Councilors Brent Lenssen, Gary Bode, Mark Wohlrab and Gerald Kuiken

Staff present: Chief Mark Billmire, Chief Michael Knapp, Lieutenant Jeremy Bos, Lieutenant Russ Martin, City Administrator Mike Martin, Support Services Manager Holly Vega

**2. ACTION ITEMS:** None.

**3. INFORMATION ITEMS:**

**A. Review of Chief Knapp's 3-year plan submitted to Mayor**

The 3-year plan includes the promotion of a Lieutenant, Sergeant, 2 Corporals and an additional 2 officers. Chief Knapp indicated the vehicle fleet is in awful shape and expressed the need for 5 new vehicles; 2 patrol, 2 unmarked and 1 volunteer vehicle. Lt. Martin is researching the option of leasing vehicles as opposed to purchasing. The 3-year budget forecast also includes necessary operational equipment for the safety of our officers and citizens.

**B. Update on the LEMAP process, early findings**

Chief Knapp noted there was nothing of critical concern found; however, some housekeeping issues were addressed and will give the next chief good direction on how to bring the agency up to industry standards. The report will be available in approximately 6-7 weeks.

**C. Update on equipment purchases, FD and PD**

The new ambulance is on schedule with completion estimated at the end of October. Chief Billmire has requested a refurbished defibrillator and thermal imaging camera, 1 each for the next 2 years. Long term planning includes expanding the current facility, possibly building up a floor and adding additional bays.

**D. Update on public defender contract, search for permanent hire**

The City is currently soliciting for a new fulltime Public Defender.

**E. 2020 major budget initiative requests by each department**

Discussed in **A.** and **C.** above.

**F. Lynden WATCH update**

Membership of online followers is up 17%. Councilor Wohlrab has designed yard signs and window stickers. The next meeting is in October.

**FIRE DEPARTMENT**

**1. ACTION ITEMS:** None.

**2. INFORMATION ITEMS:**

**A. Monthly report**

Chief Billmire presented the monthly report for August. The Fair went well, resulting in a quiet year. Notably, a firefighter was sent to the hospital for heat exhaustion after fighting a nearby brush fire. The current gear is not designed for brush fires, which was a contributing factor. Personnel are looking into purchasing appropriate brush fire gear.

**POLICE DEPARTMENT**

**1. ACTION ITEMS:** None.

**2. INFORMATION ITEMS:**

**A. Pine Street traffic revision request**

Residents on Pine Street have requested a traffic revision at the cul-de-sac intersection off of Benson Road. Public Works designed a signage plan to address the concerns.

**B. Monthly report**

**a. Vehicle prowls**

Two suspects have been identified after a credit was stolen from a vehicle and subsequently used in Skagit County.

**b. Burglary Depot Rd**

Officer Harkleroad provided a recap of the residential burglary investigation, in which \$125,000 worth of gold coins and a firearm were stolen. Due to great attention to evidentiary details by the officers and detective, an arrest was made resulting in charges of burglary, theft, possession and trafficking stolen property, possession of firearm and controlled substance violations.

**c. Suicide attempt**

Officers were dispatched to a suicidal subject armed with a knife, threatening to harm himself and officers. A less lethal shotgun was deployed, but thankfully not needed and the subject was safely taken into protective custody. The newly purchased orange stock for the less lethal shotgun is clearly identifiable to other officers on scene.

**C. Sergeant and Lieutenant promotional exams**

The promotional exam for Lieutenant is scheduled for September 6, 2019.  
The Sergeant promotional exam is in the process of being finalized.

Meeting adjourned 5:00 p.m.

**Next Meeting Date: October 3, 2019**



Holly Vega, Police Support Svc Mgr.



Scott Korthuis, Mayor