

Town Council Regular Meeting

Minutes

Thursday – October 24, 2024

7:00pm

Homecroft Town Hall

Present

Mr. Bryan Wolfe - Council President
Mrs. Melissa May - Council Vice-President
Mr. Kevin Kehlbeck - Clerk/Treasurer
Mrs. Susan Fleck – Council Member *

Mr. Kyle Squillace – Council Member
Chief Jim Leonard – Town Marshal
Mr. Robert Lutz – Town Attorney

* Not Present

Town Board President Bryan Wolfe called the meeting to order at 7:00 pm. The Pledge of Allegiance was recited.

- a. Public Meeting for the Adoption of the 2025 Town Budget.
- b. Adoption of the 2025 Town Budget (Separate Minutes) – Previously introduced at the Public Meeting on October 24, 2024. (Resolution # 2024-10-01)

The Clerk/Treasurer's report:

Kevin Kehlbeck

- 1 A motion was made by Mrs. May to approve the September 26, 2024 minutes for Regular Council Meeting; motion was seconded by Mr. Squillace. The motion carried.
- 2 A motion was made by Mr. Squillace to approve the Claims for September 27, 2024 thru October 24, 2024. Mrs. May seconded the motion. The motion carried.

Public Works Report - (Verbal)

Melissa May

1. Street Light (Southview/Madison) on AES repair list.
2. Waiting on Community Crossing Grant to be approved.

Special Projects Report - (Attached)

Susan Fleck.

1. Newsletter – 62% Open Rate (sent)

Police Department Report – (Attached)

Bryan Wolfe

Chief Leonard – (Remarks) –

1. Mason Hadley – On Single Unit status.
2. Pumpkin Painting - Hugh Success...!!

Upcoming events:

1. **Homecroft Elementary – Breakfast with Santa – Saturday, December 07, 2024 – 9:00 am – 11:00 am**

New Business – 1. **Interim Police Chief** – David Hodge (Effective – October 29, 2024 at 12:00 am) - (Motion made by Mr. Wolfe, seconded by Mr. Squillace – Motion Carried)

2. **Special Resolution (#2024-10-02)** – James Leonard Appreciation For Service Certificate of Retirement. Motion made by Mrs. May. Seconded by Mr. Squillace – Motion Carried.

Old Business–

1. **Save-A-Tree** – (29 trees) Trimming and Shaping Quote (Scott)
2. **Police Chief Hiring Process** – In Progress (7 Individuals interested)
3. **Camera /Broadcast Vendor** – Town Board Meetings

Public Comments –None

Council President Remarks - None

Bryan Wolfe

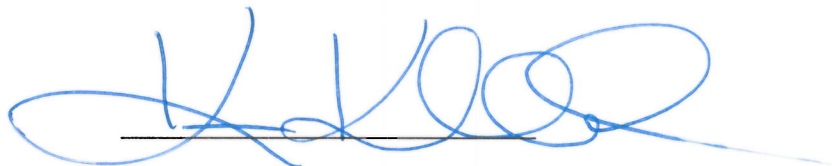
A motion to adjourn the meeting was made by Mrs. May at 8:06 pm; the motion was seconded by Mr. Squillace. The motion carried.

Next Regular Meeting: –Thursday, November 21, 2024– 7:00 PM, 1400 Tulip Dr.



Bryan Wolfe

Homecroft Town Council President



Kevin Kehlbeck

Homecroft Clerk/Treasurer



The Historic Town of Homecroft, Indiana
1400 Tulip Drive, Homecroft, IN 46227
www.townofhomecroftin.gov

**Police Liaison Report to the Homecroft Town Council
September 2024 Report for the October 24, 2024 Council Meeting**

Dear Fellow Council Members et al:

18 members of the Homecroft Police Department contributed 456 cumulative hours protecting and serving the residents and visitors of Homecroft in September 2024.

While patrolling 3,042 miles, officers wrote 76 town ordinance tickets (23 state tickets) and issued 87 warning citations. Their enforcement efforts resulted in 25 vehicles being towed. They oversaw 107 total calls for service and assisted with 51 other calls for service. Officers worked on 15 crash incidents. Most of the service calls were agency assist runs helping the Indianapolis Metropolitan Police Department with calls in the vicinity of town.

In September, there were two training dates; the first training day covered weapon retention while the second was an Emergency Vehicle Operations Course.

FLOCK system implementation continues; we are awaiting notification that the City of Indianapolis has approved our three permit requests; once they are approved, installation can begin. The FLOCK system was recently utilized to successfully find a missing 93-year-old dementia patient who had gotten lost and failed to return home when she was expected. The missing woman from the northside of Indianapolis drove down Madison Avenue activating area FLOCK cameras and she was stopped by officers on Epler Avenue; she received medical attention along with eventual reunification to worried family members.

We must steadfastly continue to be vigilant, highly visible, leverage available technologies, strengthen partnerships, and prepare our officers with the best training & equipment possible to respond to and abate violence in and near our town.

A handwritten signature in cursive script that reads "Bryan Wolfe".

**Bryan E. Wolfe
Police Liaison
President, Town
Council**



10.24.24 Report to Town Council - Susan Fleck - Special Projects

Pumpkin Painting - The officers secured 80 pumpkins and we ran out! The weather was fantastic and for the first time the shelter was overflowing and people sat in the grass and painted pumpkins. One of the differences I noticed this year was that more adults took pumpkins to paint. Neighbors from the apartments were more numerous, thanks to advertising by Jody Matthews. This is a good thing as we want our neighbors involved, even if they don't live in Homecroft. I lost count of the number of officers present but I believe there were at least eight. Some like to be involved with the kids and that's a good thing. Angie picked up donuts and they were a hit. Also, she had five great goody bags for Halloween Trivia winners. It was a good day.

Homecroft Elementary School Breakfast with Santa - December 7, 2024. I've already told Jody Matthews and Aaron Huffnagle I will be visiting relatives overseas that day..

Job Title: Police Chief

Location: Town of Homecroft, Marion County, Indiana

Job Overview:

The Homecroft Police Department is seeking an experienced and dedicated individual to serve as Police Chief. The Police Chief is responsible for the overall leadership, management, and direction of the police department in providing law enforcement services to our small, close-knit community. We are looking for a strong leader who is committed to public safety, community engagement, and fostering positive relationships between the police department and the residents of the Town of Homecroft.

Key Responsibilities:

- Provide leadership and direction for all police department operations, including patrol, investigations, and administration.
- Develop and implement policies and procedures to maintain public safety and reduce crime.
- Lead, train, and mentor department staff, ensuring high standards of professionalism, integrity and accountability.
- Collaborate with town board members, community organizations, and the public to build strong relationships and enhance community policing efforts.
- Prepare and manage the department's budget, ensuring responsible use of resources.
- Investigate and address complaints regarding police conduct or departmental performance.
- Ensure compliance with local, state, and federal laws and regulations.
- Plan and oversee department response to emergencies, special events, and critical incidents.

Qualifications:

- Minimum of 5 years of progressively responsible law enforcement experience, with at least 2 years in a supervisory or leadership role.
- Tier I or Tier II certification or ability to obtain certification through the Indiana Law Enforcement Academy.
- Strong understanding of law enforcement practices, criminal law, and public safety operations.
- Demonstrated ability to lead and manage a law enforcement team.
- Excellent communication, decision-making, and problem-solving skills.
- Ability to work collaboratively with diverse groups and individuals.
- Experience with community policing and fostering positive relationships with the public.

How to Apply:

Interested candidates should submit a one page resume along with a one page cover letter, emailed as a single pdf file, sent to Town Board President Bryan Wolfe at Bwolfe@townofhomecroftin.gov no later than noon on November 30, 2024. The Town of Homecroft Police Department is an equal opportunity employer.

Handwritten note: No later than

Homecroft Police Chief Selection Process Timeline

- 10/18/2024** Post Position Opening announcement & initial instructions to town & ILEA website
- 10/24/2024** Town Council Meeting (Regular Meeting at 7pm)
Discussion of the hiring process
- 11/4/2024** Current members of HPD are invited to submit written e-mails to the Police Liaison to learn what they would like to see in their new Police Chief; anonymously submitted comments will not be considered.
- 11/30/2024** Deadline for HPD member comment submission at noon
- 11/30/2024** Resume & Cover letter submission deadline at noon
- 12/7/2024** Testing Process, 9am, location TBD
- 12/8/2024** Background Investigations Commence
- 1/16/2025** Town Council Meeting (Regular Meeting at 7pm)
Town Council Meeting (executive Session will follow) *6:00pm*
Review of applicants
Determine which applicants will be interviewed
- Feb. 2025** Conduct Interviews, dates TBD
- 2/27/2025** Town Council Meeting (Regular Meeting at 7pm)
Town Council Meeting (Executive Session will follow)
Discuss interviews and determine if any second interviews are necessary
- March 2025** Conduct any second interviews if necessary as determined by the council
- 3/27/2025** Town Council Meeting (Regular Meeting at 7pm)
Make recommendation of a candidate to the Council and Vote to make a conditional offer of employment
- April 2025** Have Town Attorney create a contract and facilitate interim chief to coordinate with incoming hire to prepare for a transition
- 4/24/2025** Town Council Meeting (Regular Meeting at 7pm)
Swear-in New Police Chief