

CITY OF NEWCASTLE, TOWN OF UPTON, WESTON COUNTY JOINT POWERS BOARD COMMUNICATIONS MEETING MINUTES

CALL Meeting to Order: 16:35 Date: 06/17/2026

Guests: None

Attendance: Bryan Colvard, Derek Thompson, Brian Meals, Interim Director Tonia Mills

Changes to Agenda: LGLP added to New Business

Motion to Approve Minutes from 05/20/2026: Derek Thompson, 2nd by Brian Meals / Carried

**Treasurer's Report: Checking \$383,898.26 with added deposit on 06/17/2026 of \$8,915.83
Savings \$262,335.60**

Motion to pay outstanding bills: Derek Thompson, 2nd by Brian Meals / Carried

Public Comment: N/A

Budget Hearing began at 16:45 -Will need to send a copy of the advertisement to the State Auditor showing the advertisement for the Budget Meeting. Will also need to add in the minutes that money was moved from one line item to another, showing where the money had been moved to. This can be attached as a separate sheet as long as it shows where the money was moved from and to in the line items of the budget.

No public comment; Motion to approve the budget as presented made by Derek Thompson and 2nd By Brian Meals; Carried

Old Business: Back up Dispatch Console at Upton PD – Rick's Electric did not show up on June 1st as Planned to start the electrical work on that project. Bryan will reach out to Rick's Electric and see Where they are at with that; it was a miscommunication and is rescheduled for July 1st.

- **CIS to FLEX Migration – they added a Call for Service natures to the system for the CIS so that the Calls can be identified easier and they want to test for a couple more weeks before they implement the System for everyone's use.**

- **Attorneys- Kara Ellsbury is the attorney that we have used already to assist with our employee problem;**

She will bill out her services by the hour. The other attorneys are Thomas & Thomas and we will get a quote from that Attorney's firm before making a decision on which Attorney will use.

- **Modification of Employee Wage Scale – decision tabled for next meeting**
- **Board members' terms in office- Bryan stated his term expires in October and he was going to print off the other terms, so everyone knew when they expired. It was discussed and the original paperwork states that the Sheriff or his designee, the Chief's and/or their designee's are always part of the board; January's meetings will be officer elections for positions of Chairman, Vice Chair, Secretary, Treasurer. This was tabled until the next meeting and Bryan Colvard should have the breakdown of terms and the terminology for the board members from the original paperwork establishing the board.**

New Business: Rick's Electric did a power study, and a 12 KW generator will be plenty to run the Upton Police Department in case of a power outage. Derek advised the air-cooled generator should run about \$4,200. This discussion was tabled for the next meeting as they will need to get a quote from Rick's Electric And possibly get a quote from 21 Electric as well just to compare.

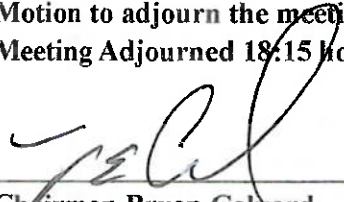
- LGLP sent a renewal notice stating we were about to expire but they sent it to Dave's e-mail address. The amount of the bill will be based on the yearly payroll. They should be sending a quote to Tonia's email in the next couple weeks.

Director's Report: The Newcastle Fire Chief sent an email requesting a few changes be made to the Fire Policy. Nothing big just updating the wording on some of it as it was last updated before the move to the new building and before the new radio system.

- The Dispatcher's requested that the deputies and officers tell dispatch when given a call for service that they are in fact responding as apposed to just stating 10-4. We have a couple that say 10-4 and then don't advise if they are responding or if 10-4 is the acknowledgement or the information. On calls for service that are initiated by the officer they need to advise what type of call they are on and if they need a call for service created for what they are doing.
- Dispatchers wanted to know are we add names files on just the call side of Flex or are we adding them to the law side as well. We do not have a problem adding them if requested but are not sure if we need to add them to the law side as we were told when the system was new that was the officer's responsibility, but it is not being done by all the officers and deputies. Also are we building vehicle files for all the traffic stops when we get a return on the vehicle or are we adding it to the returns screen and the officers can build the vehicle file if it is needed? Dispatch usually only builds vehicle files for the ones that have received written warnings or citations.
- On the Upton Extra Patrol calls can we make one call for service and add the addresses to that call as it is time and date stamped? Chief Meals requested a call for service on each one of those calls as he take those numbers to Town Council and then they know that he is doing these checks. If it is only one call per day for all the extra patrol addresses, then it throws off the numbers.
- The dispatchers are requesting that the officers turn on or turn up their portable radios as we have a couple that don't answer when on portable and then we must call them and if we are busy we don't always have the extra time to do this in a timely manner. They also need to let dispatch know when they are out of their patrol vehicles; they seem to be doing a lot of things out of their patrol vehicles without advising dispatch they are out at a business, residence, etc. It is an officer safety issue.

Next Meeting will be Annex Building in Newcastle on July 15th, 2026 @ 16:30 hours

Motion to adjourn the meeting made by Derek Thompson, 2nd by Brian Meal
Meeting Adjourned 18:15 hours


Chairman Bryan Colvard


Secretary James Curren