



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

**POLICE COMMUNITY ADVISORY
BOARD MEETING AGENDA**
Thursday, September 18, 2025
4:00 PM

The Purpose of the Grand Rapids Police Community Advisory Board (The Board) shall be to establish and enhance communication between Grand Rapids residents, Police Department and City Council. Together, the Advisory Board and Police Department will identify and focus on public safety issues and collaborate with community leaders, community organizations and stakeholders in developing solutions to multi-faceted community concerns. The Board provides recommendations to the Chief of Police and City Council as to how issues should be addressed.

CALL TO ORDER: Pursuant to due notice and call thereof, the Police Community Advisory Board will hold a regular meeting on Thursday, September 18, 2025 at 4:00 PM in City Hall Council Chambers at 420 North Pokegama Avenue, Grand Rapids.

ROLL CALL:

PUBLIC INPUT (if anyone wishes to address the Board): This is your opportunity to approach the Police Community Advisory Board and publicly comment and/or share a concern about your specific issue. We ask that you approach the podium and provide your name and address for the record. A timer will be set for 5 minutes of comment. We ask that members of the public not applaud, engage in conversation, or engage in other behavior through words or action that may disrupt the following proceedings of the board. This is not a dialog, debate, or back and forth with the board but if there is something that needs to be followed up on after the meeting, we and/or City staff will do so and report back to the Police Community Advisory Board if necessary.

Approve Minutes:

1. Consider approving minutes from the July 17th, 2025 regular meeting.

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CORRESPONDENCE:

SETTING THE AGENDA:

BUSINESS:

2. 1. Roberts Rules - Open Meeting Laws

2. Accept the resignation of Board Member Nikki Roberts who held the position of Vice Chair.
3. Vote for New Vice Chair.
4. Recognize DWI All Stars
5. Kevin Ott - FBI Training

UPDATES:

ANNOUNCEMENTS:

SET AGENDA FOR NEXT MEETING:

ADJOURN:

ATTEST:

MEETINGS AND ATTENDANCE

The Board shall meet at minimum, four times each year as determined by the chair. A regular meeting may be cancelled by the chair or a majority of the Board. Every Board member shall be required to attend at least 75% of all meetings each calendar year. Board members who are unable to meet the attendance requirements may be removed by a majority vote of the Board. Prior to a vote considering the potential removal of a member, the member shall be afforded an opportunity to explain his or her reason for non-attendance.

BOARD MEMBERS AND TERM EXPIRATION:

Dan Butterfield - 12/31/2026
Wendy Uzelac - 12/31/2025
Stephen Connolly - 12/31/2026
Cassey Casteel - 12/31/2027
Tom Neustrom - 12/31/2025
Nicolette Roberts - 12/31/2027
Jessica Malmquist - 12/31/2027
Megan MacDonell - 12/31/2026



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CALL TO ORDER: Pursuant to due notice and call thereof, the Police Community Advisory Board will hold a regular meeting on Thursday, July 17, 2025 at 4:00 PM in City Hall Council Chambers at 420 North Pokegama Avenue, Grand Rapids.

First Chair Connolly called the meeting to order at 4:03 PM

ROLL CALL:

PRESENT

Board Member Dan Butterfield
 Board Chair Stephen Connolly
 Board Member Tom Neustrom
 Board Member Wendy Uzelac
 Board Member Cassey Casteel
 Board Member Jessica Malmquist
 Board Member Megan MacDonell

ABSENT

Board Member Nikki Roberts

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something that needs to be followed up on after the meeting, we and/or City staff will do so and report back to the Police Community Advisory Board if necessary.

NONE

SETTING THE AGENDA:

Board Member Casteel asked about the SRO District 318 position for the calendar school year 2025-2026.

A Motion was made to add to the agenda. Motion was made

Motion made by Board Member Casteel, Seconded by Board Member Malmquist.

Voting Yea: Board Member Butterfield, Board Chair Connolly, Board Member Neustrom, Board Member Uzelac, Board Member Casteel, Board Member Malmquist, Board Member MacDonell

CORRESPONDENCE:

NONE

BUSINESS:

1. Grand Rapids Police Department Head Report (Slide Show Presentation)

Chief Morgan spoke on the Department review. Talked about the number of citation and the increase of traffic stops.

Concerns were raised regarding the airport road the amount of traffic that is now traveling on it and would like to see more patrol in this area.

2. June 2025 Server Training review

Officer Roerick discussed the Responsible Server Training class held on June 16th, 2025 for the area businesses that serve or sell alcohol. 82 Responsible Servers showed up for classes that were offered. This class will be offered yearly.

It was also noted that Officer Roerick is our DWI-Enforcement Officer which includes Buckle up - Put phone down watch your speed.

Questions was asked if the volume of traffic has increased? Officer Roerick agreed that it has.

3. Captain Kevin Ott FBINAA Program graduation

Captain Kevin Ott spoke of his FBI training academy that he just recently returned from. Captain Ott was in West Virginia from March 28th - June 14th, 2025. He gave just a brief overview of what he did while he was there. At the next PCAB meeting he will speak more about his training and bring pictures of the places he got to see.

4. Patrol policy for Community Events:

July 12th - Downtown GR Art Fair - 0900-1600

July 25-27 - Northern MN Swap Meet and Car Show - Fairgrounds

August 2-3 - Tall Timber Days Festival

August 5th - National Night Out - Central School - 1700-2000

August 13-17th - Itasca County Fair - Fairgrounds

Discuss volunteer options and other ways to PCAB can get out into the community.

Chief Morgan talked about the many Rallies and local organized events have gone on without incidents. Also, a reminder of the many events coming up and anyone interested in coming out is welcomed.

Question was asked if we have booth at the Itasca County Fair. We do not but have a presence with full-time licensed officers and reserve officers working the fair.

5. Grand Rapids Police Department Officer/ Staffing

New Officer Latourelle

Summer Intern Taylor Ruppelius-Klopp

Introduction of the one of the new Officer Latourelle and our Summer Internship Taylor Ruppelius-Klopp.

We have a new Officer being hired Evan Wimmer starting August 4th, 2025, which will bring us to - 22 Sworn Officers.

6. Reserve Officer's: Level and Responsibilities

11 Volunteers currently

Reserve Unit is run by Investigator Mattson. The Reserve Officers work most the events that take place in the community.

APPROVE MINUTES:

Consider approval of the Minutes for March 20th, 2025

Approval of the Minutes for the March 20th , 2025

Motion made by Board Member Neustrom, Seconded by Board Member MacDonell.

Voting Yea: Board Member Butterfield, Board Chair Connolly, Board Member Neustrom, Board Member Uzelac, Board Member Casteel, Board Member Malmquist, Board Member MacDonell

7. Consider approving minutes from the March 20, 2025 regular meeting.

Approval the minutes for March 20, 2025 were accepted. Motion to accept was made.

Motion made by Board Member Neustrom, Seconded by Board Member MacDonell.
Voting Yea: Board Member Butterfield, Board Chair Connolly, Board Member Neustrom,
Board Member Uzelac, Board Member Casteel, Board Member Malmquist, Board Member
MacDonell

UPDATES:

None

ANNOUNCEMENTS:

No announcements at this time

SET AGENDA FOR NEXT MEETING:

Police Community Advisory Board next meeting will be September 18th at 4:00pm in the City Hall
Council Chambers.

ADJOURN:

Motion made by Board Member Neustrom, Seconded by Board Member Malmquist.

Voting Yea: Board Member Butterfield, Board Chair Connolly, Board Member Neustrom, Board
Member Uzelac, Board Member Casteel, Board Member Malmquist, Board Member MacDonell

There being no further business, the meeting adjourned: 5:07 PM

Respectfully submitted:

Jackie Heinrich, Administrative Assistant

ATTEST: Jacqueline Heinrich, Administrative Assistance

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