

**Minutes – City of Delano  
Public Safety Commission  
Monday, October 6, 2025 7:00 PM**

**1. Call to Order**

Chairperson James Anderson called the regular meeting of the Delano Public Safety Commission of Monday, October 6, 2025 to order at 7:00 pm

**2. Roll Call**

**Members Present:** James Anderson, Casey O'Connor, Lori Belz, Kallie Tapie, and Christopher van Schooneveld

**Members Absent:** Greg Keller, Chris Keller,

**Also Present:** Jason Franzen, City Council Liaison; Phil Kern, City Administrator; Lauren Kantrovich, Administrative Intern; Matt Shane, Delano Public Schools Superintendent; Bobby Dahlke, Delano Public Schools Communications Specialist

**3. Minutes**

**A. September 8, 2025 Regular Meeting Minutes**

Motion by O'Connor, seconded by Anderson to approve Minutes A; motion carries.

**4. Order of Business**

**A. Discuss School District Safety**

Shane states that school safety is unfortunately a large part of school administration. He states it is a balance between keeping the school safe and making it welcoming. He summarizes the changes to buildings and procedure over recent years. He states the district has a close relationship with the Wright County Sheriffs department. Shane recalls the details of a major safety drill where many emergency departments were involved. He states Bobby Dahlke has an extensive history in emergency communication and the district has a subcommittee focused on safety responses that continually reviews new strategies.

Dahlke shares the district's Standard Response Protocol information sheet, which explains the vocabulary used in emergency situations. She states the district does seven drills a year across all campus locations. Schooneveld asks if the drills are spaced out throughout the year. Dahlke states they are. Anderson asks who the immediate leader at the time of an emergency is. Shane states that there are designated "commanders" for various situations to handle leadership during that time. He states that the district is training personnel on these situations and their role's responsibility. Anderson asks what the protocols are for the community education building. Shane states that when there is an incident, all people within the community education building would follow the standard protocol, similar to the school buildings. He says the district is continuing to develop this relationship with the Tiger Activity Center staff. Franzen asks how the district is kept informed about potential emergencies by various levels of government. Shane states that the Secret Service does a covert report on every school violence incident, the results of which are shared with schools. Dahlke states the school districts are not first to receive briefings from law enforcement. Shane states that the

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Wright County Sheriff's Department does keep the school district informed about local risks, but that federal information does not generally reach the school.

Franzen asks if there is something the school district would like to see from the state. Shane states that the Schoolboard Association communicates on behalf of all school boards in the state. Shane states the funding of health and safety funding is quite limited, therefore it would be beneficial to have some flexibility with what the funds can be spent on. Schooneveld asks if one resource officer is meeting the schools' needs. Shane states that he believes the current set-up is working well. Franzen asks if the resource officer is autonomous. Shane says yes. O'Connor asks if there are proactive steps within protocol to keep dangerous individuals out. Shane states that the resource officer and all staff members routinely check that doors are closed, and the resource officer has access to video surveillance of the campus.

O'Connor asks what happens if a student brings forward a safety concern and if counselors are trained to respond to these situations. Shane states that counselors, social workers, and administrators are all trained to conduct an immediate threat assessment of the student's concern or behavior. O'Connor asks where the threat assessment comes from. Shane states the standards are set by a state agency. He states that adults in the schools are encouraged to foster positive relationships with 2-3 students to assist with proactively being a resource for mental health conversations. O'Connor asks at what point the school reaches out to the family. Shane states that the sooner the parents can be a part of the conversation, the better. Franzen asks if HIPPA obstructs the district's ability to communicate with parents on mental health concerns. Shane states that staff are mandated reporters by law, and that he has not heard from his staff that HIPPA regulations have posed a challenge. Tapie asks if the Tiger Activity Center and Preschool have their own commander. Shane states they do, and that the individual is trained on when to involve the school resource officer. Schooneveld asks if the resource officer has access to the video surveillance at those locations. Shane states yes.

Anderson asks what the district does for after-school events. Shane states that sports events and similar events are considered public, and therefore not under the school district's jurisdiction, but that there are event managers that operate as leadership and have contact with school officials. Shane says this is something the district is continuing to work on. Dahlke states the school has emergency weather plans in place for school-sponsored public events. Schooneveld asks how often front office staff are trained on secure entry policies. Dahlke states that the front desk staff are diligent about keeping to protocol, even for individuals that they know personally.

Anderson asks what the community's role is in assisting with safety in schools. Dahlke states that parents and community members are instrumental in helping educate each other on the vocabulary and in supporting the school district's efforts. Belz asks what situations fall under the different safety protocols. Dahlke says that a hold, for example, can be placed for anything such as a student fainting or a pipe bursting and causing a tripping hazard, and that not all holds indicate a dangerous situation.

**B. Review Sexual Offender Draft Ordinance**

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Kern summarizes the recent incident of a sexual offender briefly moving into the city and presents the draft ordinance prepared by the City Attorney. He states not many cities in MN have such ordinances because the state does not authorize cities to prohibit where sex offenders can live. Kern states the City of Apple Valley's similar ordinance was upheld in court, and therefore the draft ordinance for Delano has been written very similarly. He states that the City Attorney believes this ordinance is defensible based on previous ruling. He states that the restriction concerning trails and sidewalks is not present in the Apple Valley ordinance. He states that if any part of an ordinance is challenged and found unlawful in court, the entire ordinance is ruled in that way. Therefore, it is important that the entire ordinance be defensible. Kern states that blanket ordinances stating offenders cannot live within a given city have not been held up in court.

O'Connor asks if there is a way to keep group homes where offenders may be placed away from the school. Kern states that group homes offering medical recovery services cannot be restricted. He states that this kind of group home is the only kind allowed within single family zoned areas in Delano, according to ordinance. O'Connor asks, in an instance where the ordinance is challenged, if the City would revise the ordinance and try to pass it again. Kern says that for the ordinance to be challenged, an offender would have to move in, be charged, and take the City to court, which he believes is an unlikely situation.

**5. Adjournment**

There being no further business to discuss, the regular meeting of the Delano Public Safety Commission of Monday, October 6, 2025 was adjourned at 8:23 pm