

**Village of North Hudson
Public Safety Meeting
Thursday, May 11, 2017, 5:30 p.m.
Village Hall, 400 7th Street North
Hudson, WI 54016**

Call to Order: roll call

Chair Marc Zappa called the meeting to order at 5:30 p.m. Answering the call were Trustees Cathy Leaf and Tim Zais. A quorum was present and the meeting was duly noticed. Also in attendance was Police Chief Mark Richert.

Comments from the floor

None

Approval of minutes from April 13, 2017 Public Safety Meeting

Motion (Zappa/Leaf) to approve the minutes of April 13, 2017 meeting as written. Motion carried.

Chief's Report

Ferry Landing Park: New signs have arrived describing the new beach restrictions; Public Works is in the process of installing them. Four-hour overtime shifts have been approved by the chief for officers to be stationed at Ferry Landing Park on Saturdays and Sundays to educate, answer questions and talk to visitors. Normally, weekend days are not covered by the police department, so Chief Richert wanted to cover those times at least through part of the summer this year. Zais noted that members of the personal watercraft group were at the beach last Sunday. Richert noted that the buoys for the beach haven't been placed yet.

Hudson Police Department Radio Channel Antenna: The Hudson Water Utility director notified Richert that the water tower at the corner of Lemon Street N. and Michaelson Street N. will be re-painted this summer, starting June 1. The antenna for the North Hudson frequency is on top of that tower. The transmitter and related cabling will be removed before painting begins. The village must store the transmitter during painting. The transmitter will be re-installed, along with new cabling, after painting is complete. During the project, North Hudson's radio frequency will be unavailable. The painting project and transmitter installation should be complete by the end of July. The village will be responsible for the cost of the new cabling to be installed.

Noon Rotary presentation: On March 23, Richert made a presentation to the Hudson Noon Rotary Club about the state of safety and other issues in North Hudson. The audience consisted of business owners and community members. Village President Stan Wekkin attended the event with Richert, and they received some good feedback.

Special Ride to School: On May 3, Chief Richert picked up the students whose parents won the "Special Ride to School" raffle at North Hudson Elementary Kids Carnival. This prize is the highest-earning raffle item of the carnival. They stopped at Freedom for doughnuts before taking the kids to school. Zappa asked whether the department still does school presentations or class interactions – Richert said that the department participates in CounterAct, a six-day event for fifth graders in January.

Incident Breakdown: For Leaf's benefit, Richert explained that the trustees will receive Incident Breakdown reports each month, and that the primary incident classification numbers are the ones to concentrate on. Zais explained that the classifications were established to help determine what types of calls the department has been involved in and identify any trends. Richert also referred to the verbal warnings vs. written citations numbers. In general, he likes to have a ratio of two verbal warnings to one written citation. Changes to those percentages will be in late May when the nationwide "Click It or Ticket" campaign is running, and more seat belt citations will be written, and in August when the OWI awareness campaign takes place. Zais explained that the village does not issue citations in an effort to make or increase revenue.

Fireworks Permit Application (Zappa)

Zappa previously had submitted an application for a fireworks permit, which the trustees had read. The current application contains more information than previous versions. Richert reported that there were no reported problems at the selling location in 2016. Richert's opinion is that after the fireworks are purchased and the customer leaves the merchant's premises, the business owner is no longer liable for any problems which may occur. There have been some issues with users of fireworks in the past few years, but nothing related to where they were sold. **Motion (Leaf/Zais) to approve the application for a fireworks paraphernalia temporary use license for Mark Zappa, with the following inclusions: No smoking signs must be displayed; fire extinguishers are available; no fireworks sold to person or persons under 18 years of age; operation not to exceed 180 calendar days per year. Motion carried, with Zappa abstaining from voting.**

Radio Software and Hardware Purchase for Digital Channel Upgrade

Richert reported that the St. Croix County Emergency Communications Center told him in 2015 that any communications hardware which was purchased would be valid for 10-13 years. In 2016, St. Croix County received budget money to upgrade their hardware to digital and included the offer of a free digital channel, and the county notified all departments that their communications gear would have to be digital-ready in the near future. Richert had purchased radios in 2015 which are digital-capable, which means they can access digital channels with a software upgrade. The deadline for all law enforcement agencies in St. Croix County to have digital-ready radios is April 15, 2018, because the primary law enforcement channel for the county will become digital on that date. As part of this enhancement, radio frequencies will be assigned to various law enforcement agencies and county departments. When Richert purchased radios, he purchased Motorola's software which allows the department to do their own software programming of frequencies after the initial installation. North Hudson Police Department is ready to perform the upgrade to the digital frequencies; however, the department needs to have a technical expert install the software for the first time on the radios. Richert has received a bid from Ancom Communications for the purchase and installation of new software on five portable radios (worn by officers) and five mobile radios (units in squad cars). Each radio must be updated individually with the new software. The software costs \$592 per radio, for a total of \$5920, and the software installation and programming will cost \$670, which includes travel, for a total of \$6590. The department also must purchase a new digital radio for the village PD office, which wasn't replaced in 2015. The cost for that new Motorola digital radio is \$5607, with installation, parts, and new wiring cost of \$1208.60, for a total cost of \$6815.60 for the new office radio. When the budget planning process was going on, Richert was under the impression that no new radios would be needed for several years, so he didn't put any radio purchases into the 2017 budget. Richert is asking the Public Safety committee to approve this purchase request, with the funds to be used from the village's Undesignated Fund.

Richert has spoken with the Village Administrator Melissa Luedke, and she indicated that there are no other current requests, however, there are a few items in the near future in which money from the Undesignated Funds account may be needed. Typically, the village retains about 20%-25% of the annual budget in the Undesignated Funds account for unexpected expenses or purchases. Zappa clarified that the Public Safety committee must start the approval process before Richert's request can be considered by the Finance Committee or full Village Board. Richert is asking for the Public Safety Committee's support regarding his request. Zais asked Richert whether this digital upgrade will affect Pepper Fest. Richert said it will not, because the frequency that is used during Pepper Fest is not digital. **Motion (Zappa/Leaf) to authorize the purchase and installation of one digital-ready radio for installation in the police department and installation of digital software into the current mobile and portable Motorola radios by Ancom Communications, in an amount not to exceed \$13,500, to be allocated from the Undesignated Fund. Motion carried.**

Review Department 10-year Statistics

Richert reviewed statistics for the past 11 years for the department. He showed the committee how the number of officers influences the call volume and the issues the department deals with. Richert offered to provide data on the number of calls taken by the St. Croix County Sheriff's department on the village PD's behalf. 2016 will be a tough year to use for statistics because the department was short of staff. Prior years are better indicators of what the volume was.

Richert noted that in 2016 the department wrote one citation for underage drinking, whereas in prior years there were many more. Very few citations were written during Pepper Fest in 2016, as well. Richert wanted to make sure the committee understands that the village does not make any money on paid citations – the money collected from citations is used to pay for the village's municipal court.

Richert spoke about the traffic citations which are written. The village police department does not write speeding citations for drivers who are 0-5 miles over the speed limit. Drivers who are cited for 16-19 miles over and 11-15 miles over have the highest percentage of citations.

Police Department Staffing and Coverage

Richert is very happy to have the department at full staff. Sergeant Boese is working out very well. Boese has been in Madison for first-line supervisor training the past two weeks. The squad car that was totaled in a single vehicle crash near Tomah has been replaced and will have the lights and radio installed in three weeks.

Police Department Capital / Equipment Planning

Richert has asked Sergeant Boese to investigate the cost of ballistic helmets and shields, and he should have more cost data near budgeting time.

Committee Goals

Nothing new.

Future Agenda Items

None

Adjournment

Chair Zappa declared the meeting adjourned at 5:55 p.m.

Respectfully submitted by,

Anne-Marie McDonald
Recording Secretary