

**VILLAGE OF GRAFTON**  
**PUBLIC SAFETY COMMITTEE MEETING MINUTES**

**APRIL 12, 2011**

The Public Safety Committee meeting was called to order at 6:00 p.m. by Chair Jim Grant

Committee members present: Jim Grant, David Liss and Lisa Harbeck

Staff/Officials present: Chief Charles Wenten, Village Administrator Darrell Hofland, and Administrative Assistant Pat Hofstad

**PERSONS REQUESTING TO BE HEARD**

Scott Valdez, HR Manager for Kapco Inc., 1000 Badger Circle, requested no parking signs be placed on either side of the facility driveway that exits onto Badger Circle. He provided the Committee with pictures showing vehicles parked to the end of the driveways, limiting visibility for vehicles exiting their facility.

Chief Wenten advised he looked at the area and would be open to a no parking zone 30 feet from the driveway exits. This will be further reviewed with the Village Engineer, with a recommendation completed for the May meeting. Mr. Valdez thanked the Committee for their time. He will be sent a copy of the May agenda.

**REQUEST TO HOLD 2011 RIDE FOR THE ARTS**

Chief Wenten informed the Committee the Ride for the Arts is requesting approval for their annual bike ride to pass through the Village Sunday, June 5, 2011. Reserve officers will be used for traffic, and there will be no overtime needed. He believed it was a worthwhile event.

Motion by Trustee Liss, seconded by Trustee Harbeck, to recommend the Village Board approve the 2011 Ride for the Arts, as presented. Approved unanimously.

**REVIEW OF 2012-2016 CAPITAL IMPROVEMENT PLAN**

Chief Wenten highlighted changes from last year's plan. Resurfacing of the driveway was moved to 2012 due to its rapid deterioration. In-squad video devices were added for replacement in 2015 and 2016.

Squad replacement timelines were discussed. Currently, patrol squads are replaced every 3 years, and have 75,000 to 90,000 miles at time of sale. Chair Grant asked Chief to research keeping the squads for 4 years. There was discussion that currently the Police Department purchases a 3 year extended service plan, with the concern of repair costs incurred after 3 years adversely impacting our expenditure restraint limits. Chair Grant requested that Chief Wenten research warranty plans that extend through the fourth year of purchase.

Administrator Hofland noted that 2012 will be financially tight; however, the Village will make every attempt to purchase the equipment needed. Trustee Harbeck noted she would not want the vests taken out, they are too important.

**REQUEST FOR AUTO LOCKOUT FEES, FINGERPRINT FEES, INCREASE IN PARKING CITATION FEES, AND RECORD REQUEST FEES.**

As there are four requests for various service fee modifications, Chair Grant grouped them together for one motion. Chief Wenten advised that the Village Board and Administrator has directed him to review expenditures and fees. Fees for auto lockouts were discussed, with Chief Wenten advising that most departments don't perform these services. Cedarburg Police Department provides this service for a \$10.00 fee, and their administration has not encountered any issues with this fee being charged. A fee would not be charged in an emergency situation such as a child in the vehicle. Administrator Hofland provided an estimate of \$17,100 per year increase in revenue if all the fee increases are approved. Trustee Harbeck added she sees these as "extras" outside of regular police duties and is in agreement with the modifications.

Motion by Trustee Liss, seconded by Trustee Harbeck, to recommend the Village Board approve service fee modifications for fingerprints, parking citations, auto lockouts and record requests, as presented. Approved unanimously.

**REQUEST TO RECRUIT FOR VACANT POLICE OFFICER POSITION**

Chief Wenten advised that Travis Thompson resigned on March 18, 2011, and requested to begin the process of recruitment of a replacement officer, with an agreement that an offer would not be extended unless it is authorized by the Village Board.

Chair Grant inquired if a position for less pay and benefits, such as a desk officer, would be a viable option for the Department. Chief Wenten acknowledged he looked into this type of position in 2003; however, he determined the majority of the Department's calls for service required a certified officer, and this need has not diminished. Chair Grant asked Chief Wenten to do some further research on a "desk officer" position and report back at the May meeting. He requested this item be tabled at this time. Chair Grant additionally asked that research include sharing this position and related costs with Cedarburg Police Department.

Motion by Chair Grant, seconded by Trustee Liss, to table authorization to recruit one (1) vacant police officer position until the May meeting. Approved unanimously.

Following this motion, brief discussion ensued regarding the police applicant process.

**POLICE OFFICER OVERTIME / FEBRUARY AND MARCH**

Overtime is dramatically up from the previous year. Chief Wenten indicated the absence of a police officer and the furloughs played a part in the increase. He also indicated that officers are electing to take more overtime in pay as opposed to compensatory time. Village Administrator Hofland addressed this issue, saying that in prior years, Police Department staff has done an excellent job in managing the overtime, and current costs are a more accurate reflection of overtime usage.

### **POLICE DEPARTMENT STATISTICS / FEBRUARY AND MARCH**

Statistics were reviewed by the Committee with minimal discussion. Chief Wenten briefed the members on recent calls for service at Aurora Medical Center, and Chair Grant noted the number of lobby assists.

### **REQUEST AUTHORIZATION TO SUBMIT FOR BICYCLE PATROL GRANT**

Chief Wenten advised the Committee of a grant opportunity from Target Corporation involving bicycle patrol. This \$5,000 grant would fund equipment and training for a bicycle officer. Officer Patrick Brock is an avid bicyclist and expressed interest in this endeavor. The Committee was informed the \$5,000 would be taken from the operating budget, and reimbursed into the general fund, which will cause an overage. A bike rack would be purchased for the back of a squad car. This is a good community service endeavor, and would lessen fuel costs. Chief Wenten addressed his interest in pursuing this grant opportunity.

Chair Grant agreed, stating bicycle patrol during the festivals and other events would be great for the Village.

Motion by Trustee Harbeck, seconded by Trustee Liss, to recommend the Village Board authorize the Police Department to submit for a Bicycle Patrol Grant from Target Corporation in the amount of \$5,000.00.  
Approved unanimously.

### **OLD / NEW BUSINESS**

The HAWK pedestrian signal was discussed. Chair Grant requested that the Village Engineer review the possibility of moving the east-bound stop line back.

Trustee Harbeck voiced a concern from her neighbor regarding the excess speed of vehicles traveling in the vicinity of 13th Avenue and Washington Street. Chief Wenten agreed, responding that Officers do enforcement in the area.

### **ADJOURN**

Motion by Trustee Harbeck, seconded by Trustee Liss, to adjourn the meeting at 6:50 p.m. Approved unanimously.