VILLAGE OF MOUNT HOREB
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PUBLIC SAFETY COMMITTEE MEETING AGENDA
Monday, July 17, 2023 at 6:00 PM

Municipal Building Board Room
138 E. Main Street
Mount Horeb, WI

1) Call to order
    a. Consideration of May 15, 2023 Meeting Minutes
2) Public Comments – non-agenda items
3) Agenda Items
    a. Alcohol License Review - Josue Miranda-Lopez
    b. Alcohol License Review - Samuel Erickson
    c. Present and Discuss 2024 Budget Request for Mount Horeb Police Department
    d. Bike Trail Crossings / Crosswalks
    e. Second and First Street Intersections with Front Street.
4) Future agenda items
5) Meeting adjournment.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT ALYSSA GAFFNEY, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.

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Public Safety Committee Minutes from May 15, 2023

Monday, May 15, 2023

The Public Safety Committee of the Village of Mount Horeb will meet on the above date at **6:00 pm** in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Agenda as follows:

1) Call to order

Present: Cathy Scott, Scott Holum, Ben Jones, Mike McNall, and Chief Doug Vierck.

Members of the Public – Emily Consigny, Allison Carroll, Brian LaDow, Todd Cash

a. Consideration of March 20, 2023 Meeting Minutes

Approved – McNall Moved for approval. Holum seconded. Ben Jones verified minutes appeared accurate based on watching the video.

2) Public Comments – non-agenda items

3) Chief's Report

a. Staffing Updates
b. Equipment and Grants Updates
c. Public Outreach Events

4) Agenda Items

a. Alleyway Discussion

1. Handicapped Parking Spot on the west side of the alley
Brian LaDow spoke on the topic. Discussion by the committee took place. Scott motion to approve the spot. Jones second. 3 approved, one abstained.

2. Bollards at the north end of the alley
   Brian LaDow spoke. Todd Cash spoke.
   Discussion by the committee took place.
   McNall motioned to approve, with confirmation of location with Public Services. Holum seconds. All approved.

3. Designate Alleyway as "Class B" to restrict vehicle size
   Chief Vierck presented information. Brian LaDow spoke. Discussion by the committee took place.
   Recommended moving no parking sign to opposite side.

b. One Way problems on Thompson and Oak

Item moved to sub-c, and moved North 4th Street to sub-b.
Chief Vierck Presented Information. Discussion by the committee took place.
Recommended to research and upgrade signage to fix the issue.

c. North Fourth Street and Park Street Stop Sign Request

Chief Vierck presented information. Emily Consigny spoke. Allison Carroll spoke. Kristin Hill Spoke. Discussion by the Committee took place.
Motion by Jones to recommend a 3-way stop to Public Services committee. Seconded by Holum. All approved.

d. South Second Street and Front Street Intersection

Discussion by the Committee took place.

4) Future agenda items

Bike Trail Crossings / Crosswalks
Second and First and Front Street

5) Meeting adjournment.

McNall Moves for adjournment. Scott seconds. All approved.

VILLAGE OF
MOUNT HOREB

AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
July 17, 2023	

AGENDA ITEM # 3.a

Alcohol License Review - Josue Miranda-Lopez

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None

VILLAGE OF MOUNT HOREB

AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
July 17, 2023	

AGENDA ITEM # 3.b

Alcohol License Review - Samuel Erickson

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None

VILLAGE OF MOUNT HOREB

AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
July 17, 2023	

AGENDA ITEM # 3.c

Present and Discuss 2024 Budget Request for Mount Horeb Police Department

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. 2024 Budget Requests Mount Horeb Police Department

Mount Horeb
Police Department

2024
Budget Request

400-521000-810 Capital Equipment $81,000 (+$16,000)

One (1) Ford Squad Car (SUV) at a cost of $81,000. (Including install, new computer, hardware, lights, cages, etc.) These costs, as well as set up fees, equipment, and installation fees (approximately $37,500 on top of squad purchase price) are all included in the funding request. The increase is based on 2023 prices going up significantly. We will sell the oldest squad car to reduce some of this cost. This is estimated to be between $7,000 and $10,000 for auction.

100-521200-111 (wages), 100-521200-131 (health),

100-521200-132 (dental), 100-521200-133 (life),

100-521200-135 (retirement), 100-521200-136 (FICA),

100-521200-345 (clothing allowance)

Additional Patrol Officer

$50,752 to $67,662.40 for wages

$24,356.80 to $32,468.80 for Benefits

$75,108.80 to $100,131.20 Total Costs

The range of costs listed above is because if we hire an officer that has not been through the academy, there is a lower wage for the first 18 weeks. Our last two officers hired had to go through the academy. If we get an experienced officer, they will start at the normal starting wage.

Part of the plan for 2024 was to add a third sergeant position. That would give a supervisor for each shift. Currently, the lieutenant is the dayshift supervisor and also serves as an administrative position, working on overseeing several projects and programs. Having a dayshift sergeant would allow for better employee evaluation and mentoring and allow the lieutenant to better focus on the administrative side to keep us moving forward, such as overseeing our training programs, supervising the school resource officer and investigative division, and managing evidence.

Due to the age of our agency and current staffing, we are not ready to create this sergeant's position. But adding an officer now would make sense to prepare for the backfill of the sergeant promotion in a couple years. With the newly approved increase in shared revenue, timing is perfect to add the position. In two to three years, when our staff is ready to promote, the sergeant position will only cost $15-17,000 in annual costs with benefits to add instead of the additional back fill making the addition over $100,000 plus the added costs of promotion.

Hiring an officer now will allow the officer to be trained. Then when we promote, we are not training a new sergeant and a new officer. This will also allow us to stagger the supervisors. Staggering the supervisors will mean we won't have to replace all the supervisors at the same time. Our most recent sergeant has approximately five years until he retires. Promoting a new sergeant in two to three years will allow training, mentoring, and sharing of institutional knowledge. Then in two to three more years, we would promote a replacement sergeant for the retiring sergeant. This would allow more opportunities which will help with retention.

Lastly, as we continue to return to "normal" following COVID-19 and also, we continue to grow as a community, our call volume continues to increase. We are also growing in seniority each year, leading to more accrued time off and leave. We are beginning to see more staff taking FMLA leave for starting families. This leads to increased overtime and scheduling issues. Adding an officer will reduce the strain on current staff, reduce overtime costs, and allow better response to calls for service. In addition to regular calls for service, there have been an increase in calls and complaints to administration about traffic safety. Specifically, crosswalks, speeding, stops sign violations, and overall reckless driving. Adding an additional officer would allow more officers on the road and the ability to provide targeted enforcement deployments to overcome these complaints and problems, while still being able to respond to calls without delay.

Total Increase in call volume 2019 – 2023 (Est.) is 43%

2022 estimated is 13% lower than the actual call volume in 2022

Total Increase in Staff 2019-2023 is 15% (Added position would be 23%)

Year	Calls for Service	% Increase	Staff Levels	% Increase from 2016
2019	3914	N/A	13	N/A
2020	4315	+10%	14	7%
2021	4782	+11%	15	7%
2022	4681	-2%	15	0%
2023 (Est.)	5590	+19% (est.)	15	0%
Jan-Jun 2022	2070	N/A	N/A	N/A
Jan-Jun 2023	2795	+28%	N/A	N/A

100-521600-111 Crossing Guards Regular Wages $9,689 (+$2,700)
100-52160-136 FICA $689 (+689)

Tami Moyer has been a crossing guard for many years. She reached out towards the end of this school year asking for an increase in pay. Her request is based on an increase in traffic flow, an increase in people not stopping, and based on only having two increases in pay for the past 10 years. It was also added due to difficulty finding crossing guards around Dane County and finding subs/replacements. The increase would go from $17.50/shift to $25/shift.

100-521100-335 Police Administration Training budget $9,000
(No Increase, just included to highlight a few areas of the budget)

Leadership is a perishable skill that needs continuous work and learning to stay current in methods and techniques. This requires additional leadership and management training. Trainings include First line leadership training ($300 per student), Leadership in Police Organizations (LPO) a top-level statewide leadership course ($625 per student), Command College ($2,000 per student) Wisconsin Traffic Safety Officer Conference (training for the chief for part of DRE recertification), and other trainings as they come up. With a new sergeant, a newly promoted lieutenant, and a sergeant that is still learning his role, training is imperative for administration. The administrative training budget allows for leadership specific training, while not taking away from training for patrol officers.

100-521200-810 Police Patrol Equipment $13,000
(No Increase, just included to highlight a few areas of the budget)

4 new portable radios. Dane County Communications advised us in 2020 that our portable radios are some of the oldest in the county. We have signal issues and dead spots in town. These are the lifeline for officers. Not being able to call for help in an emergency would be a huge problem. The plan is to replace 4 a year over the next few years and then prepare a strategic plan to replace them on a regular schedule so we don't have that same problem again. 2024 will be the final year of the replacement schedule. Beyond 2024 we will work to keep up a regular upgrade schedule to stay on top of technological advances and upgrades.

Technology has changed since 2018 when MHPD bought 9 tasers and have since upgraded and changed in 2020 and 2021. The taser purchase agreements will be paid off in 2024. In 2023 a new taser was released. This is the third upgrade since 2018, when the current tasers were bought. We plan to start a phased implementation plan to upgrade to the latest taser device. This upgrade will be done over three years (2023, 2024, and 2025) to get all officers up to the current technology. The new tasers, based on cost, will likely have to be a Capital item (see below).

We get complaints on a regular basis for speeding and stop sign issues. Stop signs are placed based on volume of traffic and visibility. Speeding complaints are sometimes based on perception rather than reality. Cars will look a lot faster that they actual speed. To address these issues, we have been studying traffic patters for the past two years with a speed box that covertly counts vehicles and analyzes speed patterns. We are at the point that we are getting more requests/complaints than we have time with our single speed box. This would purchase a second speed box to monitor and analyze two spots at one time.

2024 Taser costs are $1,791 a year and four radios are $8500. The remaining $2,704 will be used for a new speed box.

100-521000-810 Capital Equipment $8,000

Tasers as we know them first came around in 1999. In 2003, the current model we are using was introduced. This model is starting to be phased out. You can no longer purchase them in bundles or on payment plans. In 2009 a new version was released, but was not implemented here. In 2018, another new version was put out but did not seem like a viable option at the time we needed to buy tasers due to costs, training, and current payment plans (9 new tasers were bought in 2018, so in 2020, we could not justify the switch). In 2023, the newest taser was released. This taser is more reliable, more accurate, and allows for greater distance which equals more officer safety. Tasers are backed by the company for 5 years. This includes a multi-million-dollar coverage for issues that may arise. But that coverage is only for five years. We currently have 9 of our 16 tasers that are at the five-year mark in late 2023. This makes it a necessary time to upgrade.

There are three options for taser package purchases: Just the device and battery which means cartridges are a separate cost, the device, battery, and cartridges, or the device, battery, cartridges, and VR training capability which would improve decision making, confidence, and safety for officers and the public.

Just device and battery –	$3,600
Device, Battery, Cartridges –	$5,500
Device, Battery, Cartridges, and VR Training –	$8,000
Replace 9 of Current Version –	$5,200

100-521000-810 Capital Equipment $4,000

Three (3) desktop computers. There are four computers that are 5 years old or older (these are now the original computers from when we moved, the upgrade is almost complete). These computers are all outdated and having trouble running software needed for law enforcement functions. We are almost complete with our phased in plan where computers will be replaced on a five-year cycle to reduce the annual computer cost and improve efficiency and planning. Each computer will cost $1285 and the remainder will go toward installation.

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AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
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AGENDA ITEM # 3.d

Bike Trail Crossings / Crosswalks

BACKGROUND

This has been an ongoing discussion on social media. Prior to last meeting there was a crash with a child on a bicycle.

RECOMMENDATION

ATTACHMENTS

None

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AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
July 17, 2023	

AGENDA ITEM # 3.e

Second and First Street Intersections with Front Street.

BACKGROUND

Ongoing discussions on safety in the downtown areas with new businesses and traffic patterns.

RECOMMENDATION

ATTACHMENTS

None