



**AGENDA ITEM #8.1**

**REPORT TO CITY COUNCIL**

**Report Prepared by: Jen Anderson, PLPD Office Manager**

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**Date:** February 5, 2019

**Subject:** Pequot Lakes Police Department Annual Report

**Report:** The 2018 Pequot Lakes Police Department Annual Report is attached for Council review.

**Council Action Requested:** No Council action requested.

# *PEQUOT LAKES POLICE DEPARTMENT*



## *2018 Annual Report*

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*"This institution is an equal opportunity provider and employer"*



## FROM THE OFFICE OF THE CHIEF OF POLICE

I am pleased to present the City of Pequot Lakes Police Department (PLPD) 2018 Annual Report. Although this does not include everything that our officers do on a daily basis, it is a good representation of our overall activities.

As we begin 2019, as a community and as a police department reflecting on 2018, we continue to take steps forward in pursuit of the best practices in 21<sup>st</sup> Century Policing and improved community engagement with you, the citizens.

We have formatted our Annual Report for 2018 to provide a broader look at crime, traffic, quality of life issues and accomplishments, as well as bring to life how the men and women of the PLPD serve you every day and night to keep our community safe.

Throughout the 2018 year, our department focused on officer training in crisis intervention with those who struggle with mental health, elder abuse, methamphetamine use and enforcement, as well as officer health and wellness.

I would like to thank former Mayor Nancy Adams and Councilmen Randy Lakota for their service, support and commitment to helping us make the City of Pequot Lakes a great place to live and work.

On behalf of the men and women who serve this community, thank you for your support to the PLPD.

Chief Eric Klang

# Pequot Lakes Police Department Mission Statement



*Dedicated to maintenance of  
peace, reduction of crime,  
protection of lives and property,  
and professional service to  
the citizens of our community*

# POLICE DEPARTMENT PERSONNEL



Eric Klang, Chief  
Serving since: 7/18/2011



Chad Turcotte, Sergeant  
Serving since: 9/25/2013



Jen Anderson, Office Mgr.  
Serving since: 3/14/2016



Kate Petersen, Patrol Officer  
Serving since: 5/24/2006



Matt Jorgens, Patrol Officer  
Serving since: 6/9/2014

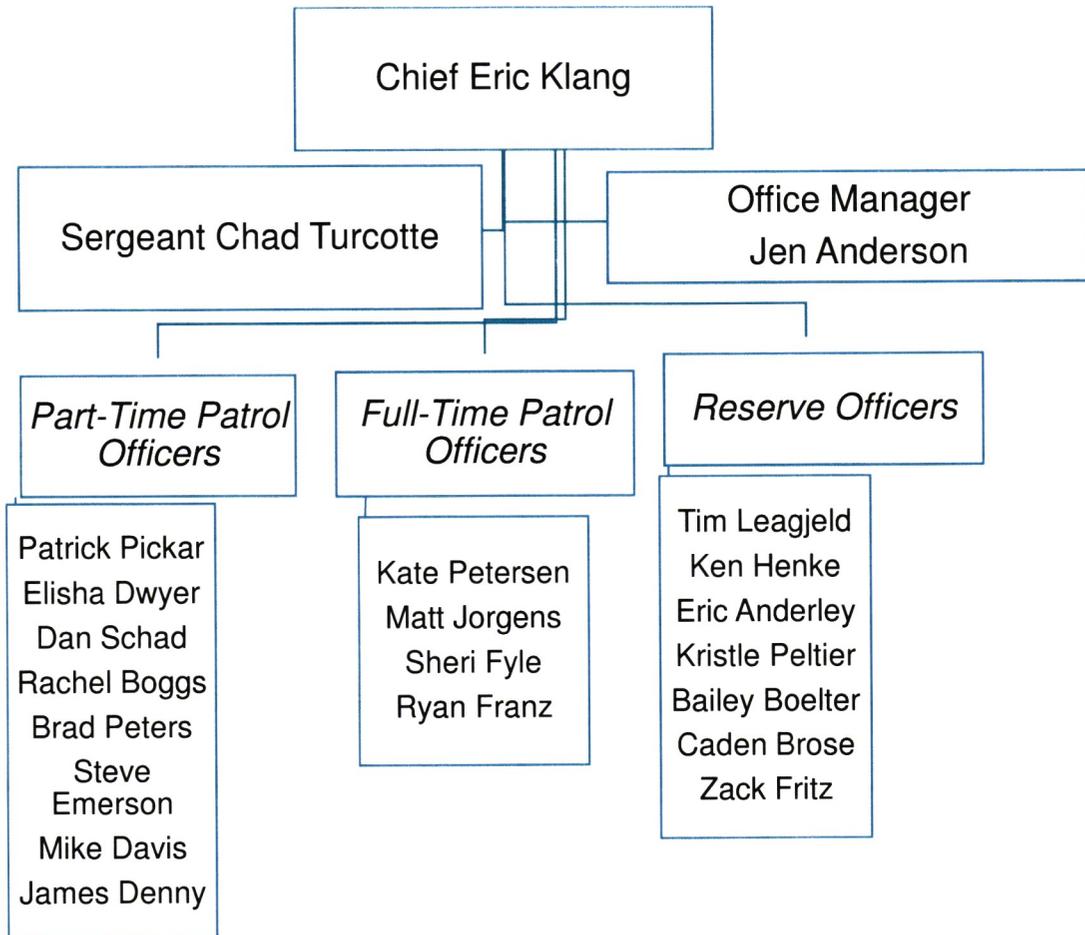


Sheri Fyle, Patrol Officer  
Serving since: 5/18/2015



Ryan Franz, Patrol Officer  
Serving since: 9/26/2016

# PEQUOT LAKES POLICE DEPARTMENT CHAIN OF COMMAND



The staffing number indicates the number of sworn officers who were employed on December 31<sup>st</sup> of the given year. The actual number of officers who were available for work might be higher or lower during the year depending on the hire date or retirement date of an officer.

The number of officers on patrol is indicative of full-time sworn officers whose primary duties consist of patrol functions. In most years, the months of June, July and August are supplemented by one School Resource Officer who is otherwise assigned to work in the schools from September – May.

# ADMINISTRATIVE SUPPORT AND RECORDS

The Pequot Lakes Police Department Administrative Support and Records Division is staffed only by an Office Manager (Jen Anderson) who is also the agency's TAC (Terminal Agency Coordinator).

## TAC Responsibilities

The FBI's National Crime Information Center (NCIC) requires the Minnesota Bureau of Criminal Apprehension (BCA) to train and certify those who use the Criminal Justice Information System (CJIS) terminals in Minnesota, and to manage the use of the MNJIS and NCIC networks within the State. The TAC helps the BCA manage the use of these systems by acting as the liaison between the law enforcement agency and the BCA. The TAC is responsible for ensuring that his/her agency complies with MNJIS and NCIC policies and procedures and must be knowledgeable in all aspects of MNJIS/NCIC and has the authority to implement changes and oversee the use of these systems.

## Records Management Responsibilities

The primary role of Records Management is to collect, process, disseminate and maintain Department records in accordance with Federal and State Data Practices laws and Records Retention requirements. This Division also performs various administrative and support services.

In addition, the Office Manager has a variety of other responsibilities; greeting and assisting the public in person and over the phone, communicating with the Crow Wing County Attorney's Office and city prosecutor office on cases, submitting citations, updating statutes in LETG and fingerprinting when an officer is not available.

## Property Room Technician

Our current Office Manager has gone above and beyond her duties at the department. At the beginning of 2018, the position of Property Room Technician was vacant. Jen expressed interest in this position and was sent to a two day course in Fargo, ND for training. Along with the supervision of Sgt. Turcotte, they both worked together in re-organizing the property room and refreshing the policies and procedures pertaining to the submission, tracking and purging of property in the police department's possession.

## Forfeiture Coordinator

The Minnesota Department of Public Safety requires each police department to declare one person as the Forfeiture Coordinator, to serve as a point of contact between that department and the state. As the Forfeiture Coordinator, she maintains a record of all forfeitures the department makes (guns, money, vehicles, etc.) and reports all information to State Auditor's office. Jen gladly accepted this role in 2016 and still serves as the PLPD department forfeiture coordinator.

# SCHOOL RESOURCE OFFICER

The position of a School Resource Officer (SRO) can be a challenging but rewarding position for a Police Officer. The SRO serves as a liaison between the faculty and students of the Pequot Lakes School District and the Pequot Lakes Police Department.

The intent of the SRO position is to reduce juvenile delinquency and promote positive behavior by providing a positive role model. This school year, Patrol Officer Ryan Franz took over as the new SRO. SRO Franz assists with security of the students and staff during the school day as well as after school activities and events. SRO Franz is also responsible for any criminal activity within the school and works closely with the school administration. When necessary, he is assisted by other PLPD Officers and Reserves Officers.

During the 2018 school year, some of the responses included: drug/alcohol/tobacco offenses, thefts, threats, harassment, medicals and vehicle accidents.

SRO Franz has been well received by students and faculty and has made a great addition to the school.



# **VOLUNTEER RESERVE UNIT**

The Pequot Lakes Police Reserve Unit is a group of volunteers from the Pequot Lakes and surrounding communities that assist the Pequot Lakes Police Department. Reserve Officers assist with residential and business security checks, sporting events, community events, medical calls and other duties and responsibilities assigned to them.

The unit works with numerous organizations within the area by providing security, traffic control and education. Our reserve unit has been requested to assist with other agencies after they have been seen an asset for larger events.

Events that the reserve unit assisted with in 2018 include:

- Pequot Lakes High School volleyball, basketball and football games
- Jaycees Ice Fishing Contest
- Polar Plunge
- Crosslake St. Patrick's Day Parade
- Pequot Lakes High School Prom
- Bike Rodeo
- Pequot Lakes High School Graduation
- Cherry Car Show
- Market in the Park & Band in the Park
- Pet Parade
- July 3rd & 4th festivities
- Beanhole Days
- National Night Out
- Chokecherry Festival
- Dru Sjodin Run
- Niswaga City of Lights
- Santa's Bobbin' into Town
- Christmas for Kids

During 2018, the reserve officers donated 692 hours of their time. At the current minimum wage for an Officer, this was an approximate annual savings to the department of \$26,000.

Current Reserve Officers are Eric Anderley, Bailey Boelter, Caden Brose, Zack Fritz, Ken Henke, Tim Leagjeld, Kristle Peltier, and Officer Kate Petersen, reserve program supervisor.

# SERVICES WE OFFER

## Fingerprints

After acquiring an Identix fingerprint machine in 2017, our numbers for fingerprinting surged. Our fingerprint machine allows us to take fingerprints quickly and efficiently, making it a convenient service. Citizens mainly come to our department if they need fingerprints taken for employment, firearms, foster care or day care. Fingerprints are taken on an ongoing basis by appointment only, Monday through Friday during regular business hours. There is a \$10.00 fee for this service.

## House Watch & Extra Patrol

Citizens may request a house watch when their home will be vacant for an extended period of time such as a weekend away or a vacation home that will be vacant during the winter. House watch forms are available at our police department and on our web page.

Extra patrol requests may be made if there are ongoing concerns in an area. For example, a citizen may request extra patrol at an intersection in their neighborhood if several vehicles are rolling through the stop sign. These requests may be made with a phone call to the office.

House watch checks and extra patrol are performed by officers on both day and night shift. If an officer finds anything out suspicious at the location, they will investigate and notify the homeowner, if applicable.

The Pequot Lakes Police Department received 9 house watch requests as well as 6 extra patrol requests during 2018.

## Community Education

At the Pequot Lakes Police Department, we pride ourselves on being able to share our knowledge with the public. During the year, members of our department participated in the following events:

- Mock Car Crash at Pequot Lakes High School on 4/25/18
- Summer Safety Awareness Event on 5/1/18
- Safety Town on 6/4/18

## Gun Permits

Minnesota law requires a resident to have a Permit to Purchase or Transfer in order to obtain a handgun through a purchase, sale, gift, loan, assignment or other delivery from another person. If a resident has a valid permit to carry a handgun, that permit constitutes a permit to purchase. The City of Pequot Lakes and City of Jenkins residents who do not have a permit to carry must go to the Pequot Lakes Police Department to apply for a Permit to Purchase/Transfer. State law requires law enforcement agencies to conduct a series of background-related checks to assure the eligibility requirements established in state law are met.

During 2018, Pequot Lakes Police department processed applications for 40 gun permits to purchase to residents in the City of Pequot Lakes and the City of Jenkins.

# TRAFFIC SAFETY & ENFORCEMENT

## Towards Zero Deaths (TZD)

The Pequot Lakes Police Department is one of nine agencies that participates in the Minnesota Towards Zero Deaths grant for Crow Wing County. Minnesota TZD, created in 2003, is the state's cornerstone traffic safety program, employing an interdisciplinary approach to reducing traffic crashes, injuries and deaths on Minnesota roads.

Officers work to ensure compliance with traffic laws to improve roadway safety. The top four causes of crashes and injuries are driving while impaired, speed, not wearing a seatbelt and distracted driving. Distracted driving is a growing issue and continues to be a leading cause of crashes.

During 2018, officers from the Pequot Lakes Police Department participated in 17 traffic enforcement events. During those events, officers arrest 14 subjects on warrants or drug offenses, issued 101 citations and arrested 5 subjects for driving while impaired.

Towards Zero Deaths statistics assist with the Brained Lakes Towards Zero Deaths, a group within Crow Wing County, that includes law enforcement professionals, emergency responders, engineering staff and attorneys to respond to the needless traffic related deaths and injuries due to unrestrained vehicle occupants, misuse of safety seats, impaired and distracted driving.



# DRUG DROP OFF PROGRAM

Prescription drug abuse is the fastest growing drug problem in the United States and in Minnesota.

Prescription painkillers can be helpful and beneficial for treating pain when properly prescribed by a licensed professional, used as prescribed, and stored and disposed of safely. But they are highly addictive and susceptible to misuse and abuse. If used, stored, or disposed of unsafely, they can be dangerous and sometimes deadly.

Opioids have killed more than 2,700 Minnesotans in the last 15 years. More than 80% of these deaths involved prescription drugs, and nearly 60% have occurred in the past 5 years.

Overdose deaths from opioids are increasing at an alarming rate. We are losing too many Minnesotans to painkillers, heroin, and other opioids. Nationally, every 25 minutes, a baby is born suffering from opioid withdrawal. Every day, more than 1,000 people receive emergency-room treatment for misused prescription opioids. Every year, prescription-opioid abuse costs about \$25.6 billion in lost workplace productivity.



Prescription drug abuse also can lead to the use of other “street drugs.” About 80% of heroin users previously abused prescription painkillers. Another opioid, called fentanyl, is 50-100 times more powerful than morphine and has caused overdose deaths in Minnesota.

The opioid crisis involves many stakeholders: people struggling with addiction and their friends and families, health care providers, pharmacists, insurers and third-party payers, employers, professional-licensing boards, law enforcement, and the criminal justice system.

In addition, improper disposal of unused prescription medications can lead to contamination of the watershed which presents a risk to both aquatic life and the general public.

To help combat these issues, the Pequot Lakes Police Department continues to participate in a state-wide medication collection program called Dose of Reality. We have a secure medication disposal box located in the lobby of the police department that the public can use to dispose of their unused medications. The medications

deposited in the box are packaged, weighed, and transported to an approved disposal site. The Pequot Lakes Police Department collection site became operational in October of 2015. Our department’s drop box is conveniently located on the first floor of city hall and has proved itself be very useful to our citizens.

# FORFEITURES

The following report is a compilation of records relating to property that was seized by the Pequot Lakes Police Department as being eligible for forfeiture. Most property seized as forfeitable property is obtained from drug or alcohol offenses. Alcohol related forfeitures only allow seizure of the vehicle used.

At the close of 2018, the department's forfeiture inventory includes 13 cases pending further action:

<u>PROPERTY SEIZED</u>	<u>DATE</u>	<u>REASON</u>
1998 Pontiac Grand Prix	4/13/2017	Drug offense
1998 Chevy Blazer	5/27/2017	Fleeing
\$289 cash	11/22/2017	Drug offense
\$821 cash	1/27/2018	Drug offense
2001 Pontiac Grand Prix	2/19/2018	Fleeing
\$64 cash	3/3/2018	Drug offense
1996 Ford Explorer	3/28/2018	Drug offense
2004 Ford F250	6/9/2018	Alcohol offense
2005 Honda Civic, \$570 cash	7/21/2018	Drug offense
2007 Pontiac G6, \$2,158 cash	8/18/2018	Drug offense
Handgun, \$200 cash	8/21/2018	Drug offense
1999 Chevy Monte Carlo, \$1,789 cash	9/14/2018	Drug offense
1983 Chevy truck, \$149 cash	10/2/2018	Drug offense

Forfeiture hearings are a civil matter and are conducted separately from the criminal hearings. Once the forfeiture hearing is complete, our office receives a memo on whether or not we were awarded the property or if it is to be returned to the owner.

When a vehicle is won, the city obtains the title and it is sold at auction. When guns or other property are won, they are either sold at auction or kept for department use. During the year, the Pequot Lakes Police Department was awarded 17 forfeitures that included cash, vehicles, guns and other property. As a result of these winnings, two guns were kept for department use and the department grossed \$13,657. Three others vehicles have been won and title transfers are pending so that they may be sold at auction.

# OFFICER TRAINING

Providing high quality and cost-effective training for the Pequot Lakes Police personnel continues to be a priority. Professional training benefits the officers, the department, and the communities in which we serve. The department benefits by having well trained police officers, thus minimizing department liability. The communities also realize the benefits of having officers who have a well-rounded base of knowledge and experience in a variety of areas to better help them.

The Minnesota State Peace Officer Standards and Training (P.O.S.T.) Board and the Federal Government, through the Occupational Safety and Health Administration (OSHA), continues to place training mandates on law enforcement. Our department continues to identify and use its resources to accomplish these standards. The P.O.S.T. Board requires Officers to complete 48 hours/credits of continuing education every three years to remain licensed.

During 2018, one of our training resources was through "Patrol On-Line". This is computer based trainings which cover P.O.S.T. Board trainings as well as OSHA mandated trainings. With this program, they continue to add additional topics as our legislators continue to pass laws that are often extremely complicated, unfunded, and have very little guidance regarding proper criminal procedure for officers to follow.

The following is a list of mandated topics and professional training courses attended by our officers during 2018:

## P.O.S.T. MANDATORY

Officer Safety Searches  
AWAIR & Employee Right To Know  
Hearing Conservation  
Personal Protective Equipment  
Portable Fire Extinguishers  
Readiness Aspects, Use of Force  
Respiratory Protection for Law Enforcement  
Use of Deadly Force  
Use of Force, Legal Issues  
Bloodborne Pathogens  
Hazardous Materials Awareness  
CJIS Security & Awareness Training  
DVS/Mobile Access  
Meeting Minnesota's New Police Training Mandates

## SPECIALTY

BCA Supervisor Classes  
Interview & Interrogation  
Drugged Driving Trial Tactics  
Law Enforcement Phlebotomy Refresher  
Child Passenger Safety  
Adverse Childhood Experiences  
Emergency Vehicle Operator Course  
Helicopter Scene Safety & Hemorrhage Control  
TZD Conference  
Greater NW EMS Conference

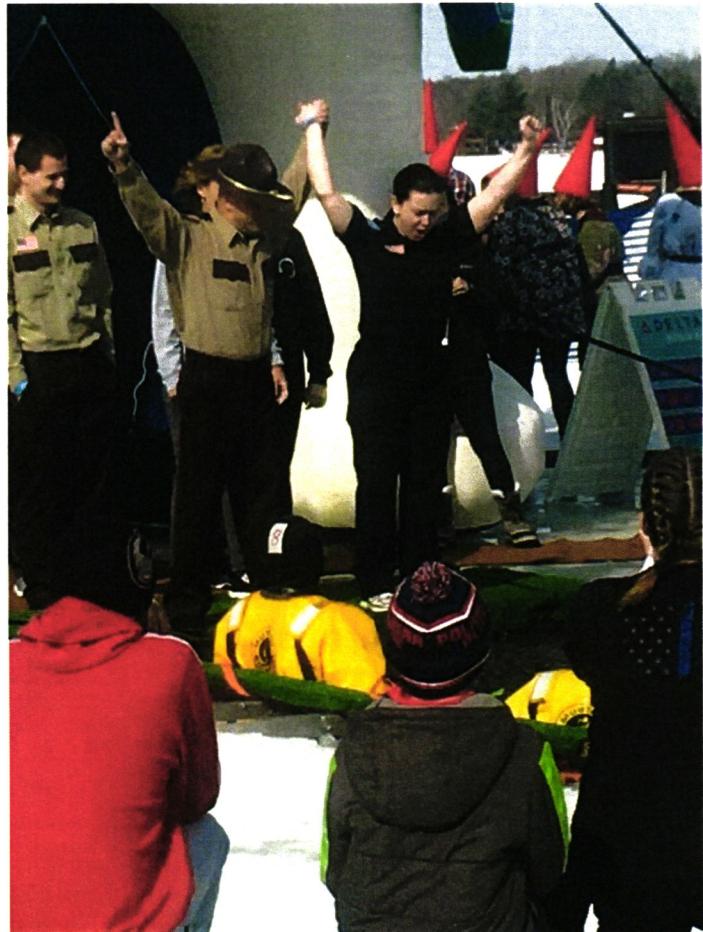
## USE OF FORCE

Annual Weapons Qualification  
Low Light/Adverse Weather Qualifications  
Defensive Tactics  
TASER

## EVENTS



*Chief Eric Klang and Officer Kate Petersen accepting Valentine's Day treats from the Black Bear 4H Club.*



*Minnesota State Patrol Trooper Dale Maciej and Officer Kate Petersen pre-jump at the Polar Plunge.*



*Meeting with emergency workers and student actors at the Pequot Lakes Fire Department prior to the Mock Car Crash at the Pequot Lakes High School.*



*SRO Ryan Franz simulating a Field Sobriety test on a student actor at the Mock Car Crash.*



*From left: Officer Sheri Fyle, Chief Eric Klang and Officer Matt Jorgens teaching kids about safety at the Annual Summer Safety Awareness event.*



*Chief Eric Klang and Lillie Pearo of Ameriprise Financial, drawing a winner for the bicycle giveaway.*



*Chief Eric Klang and Officer Matt Jorgens outside of City Hall enjoying coffee and donuts on National Donut Day.*



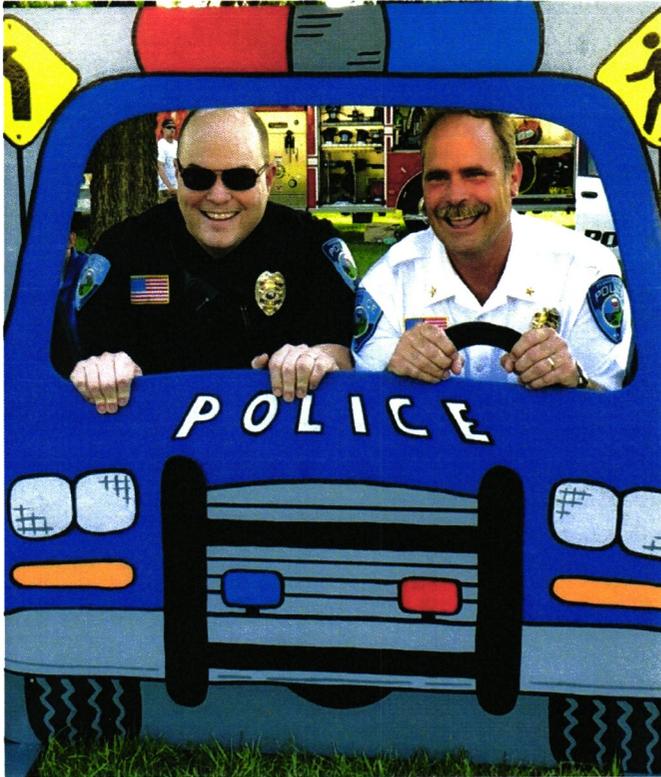
*From left: Officer Kate Petersen and Office Mgr. Jen Anderson teaching 911 Education to elementary school kids during Safety Town.*



*The Brained Lakes Area racers at the end of the Final Leg of the MN Special Olympics Law Enforcement Torch Run. Far left: Sgt. Chad Turcotte, front from left: Office Mgr. Jen Anderson and Officer Kate Petersen, far right: Reserve Officer Ken Henke, fourth in from the right: Chief Eric Klang.*



*From left: Officer Mgr. Jen Anderson, Reserve Captain Eric Anderley, Reserve Officer Cristian Joya, Officer Sheri Fyle and Reserve Officer Kristle Peltier at National Night Out.*



*Officer Matt Jorgens and Chief Eric Klang in the photo booth at National Night Out.*



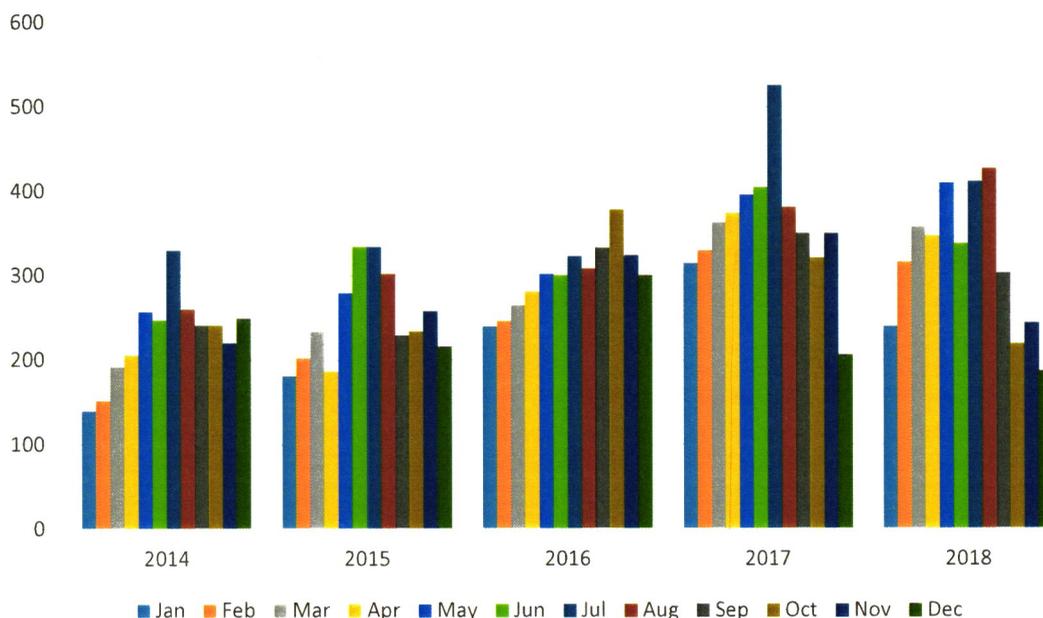
*Members of the community attending National Night Out viewing the emergency vehicles on display.*

## CALLS FOR SERVICE – BY TYPE

911 Hang-up	7	Property Crash	47
Alarm	127	OFFP Violation	2
Animal Complaint	40	Public Assist	47
Assault	3	Suicidal Person	7
ATV Complaint	2	Suspicious Activity/Person	136
Burglary	14	Theft	142
Child Maltreatment	0	Threats	9
Civil Dispute	29	Trespass	7
Criminal Sexual Conduct	5	Vulnerable Adult	10
Damage to Property	18	Welfare Check	53
Dangerous Dog	0		
Death Investigation	7		
Disturbance	33		
Domestic	13		
Driving Complaint	49		
Drug Information	21		
Extra Patrol	6		
Fight	2		
Fire	15		
Fraud	19		
Gun Permit	40		
Harassing Communication	13		
Hazard in Road	20		
Housewatch	9		
Information	85		
Intoxicated Person	22		
Medical	195		
Missing Person	6		
Motorist Assist	83		
Noise Complaint	9		
Parking Complaint	60		
Personal Injury Crash	9		
Predatory Offender	15		

The charts below illustrate the 2014 through 2018 general statistic comparisons. It is important to note that these fluctuate as cases carry over from year to year. Please note that this is only a snap shot of the activities that our Department engages in and should in no way reflect all of our activities. While the number of cases filed by the department on an annual basis fluctuates, internal factors can influence the number of cases in addition to outside influences.

Calls For Service By Month



Calls Per Year

