



AGENDA ITEM #8.1

REPORT TO CITY COUNCIL

Report Prepared by: Jen Anderson, PLPD Office Manager

Date: February 4, 2020

Subject: Annual Report

Report: The 2019 Pequot Lakes Police Department Annual Report is attached for Council review.

Council Action Requested: No Council action requested.

PEQUOT LAKES POLICE DEPARTMENT



2019 Annual Report

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"This institution is an equal opportunity provider and employer"

FROM THE OFFICE OF THE CHIEF OF POLICE



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

Another year has passed and what a year it has been! Inside these pages, you will find information presented as openly and as transparently as possible. We want you to know who we are and what we have done. I hope you learn more about the department and more specifically, about the men and women who make up this outstanding organization. Although this report is not meant to be all inclusive of the work our officers do I am confident that you will find this report to be representative of what we have done over the past year in service to this great community.

We have made considerable inroads with respect to community engagement. We actively participate in Coffee with a Cop, National Night Out, and Christmas for Kids to name just a few.

Also during this year, our department was able to purchase a LUCAS chest compression machine that performs CPR for officers to keep in their squad cars while on duty. This machine was funded with a grant from Sourcewell and donations from our community.

Our relationship with the public is strong and improving every day; we truly appreciate your support.

In closing, thank you for letting me serve you as the Chief of Police and for allowing me the opportunity to work alongside the exceptional people who are the Pequot Lakes Police Department.

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



Chief Eric Klang
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

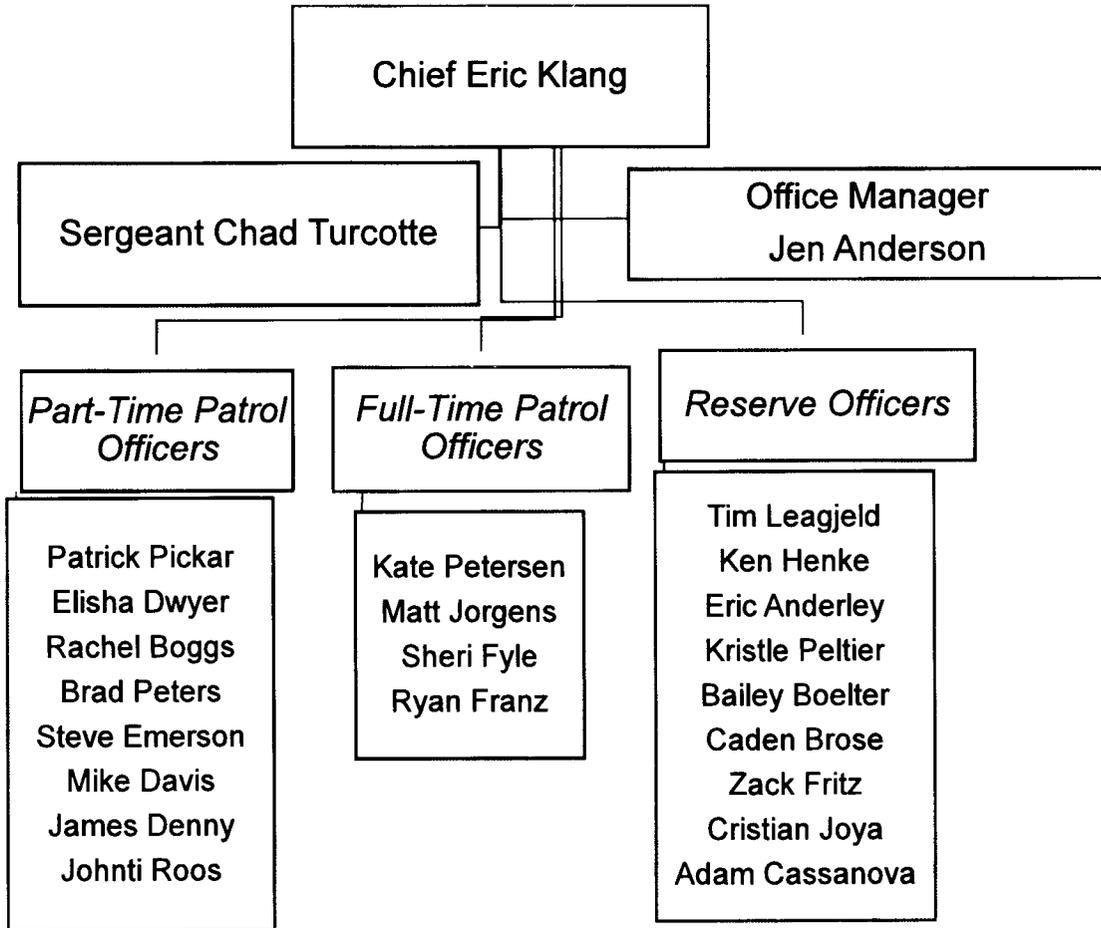


Sheri Fyle, Patrol Officer
Serving since: 5/18/2015



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 31st 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 as 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 took over this vacant position at the beginning of 2018, the position of Property Room Technician was vacant. 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 accepted this role in 2016 and continues to serve as the PLPD department forfeiture coordinator.

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 2019 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
- Safety Town
- Cherry Car Show
- Market in the Park & Band in the Park
- Pet Parade
- Susan G. Komen Race for the Cure
- July 3rd & 4th festivities
- Beanhole Days
- National Night Out
- Chokecherry Festival
- Dru Sjodin Run
- Nisswa City of Lights
- Santa's Bobbin' into Town
- Christmas for Kids

During 2019, the reserve officers donated 1,503 hours of their time. At the current minimum wage for an Officer, this was an approximate annual savings to the department of \$30,000.

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 11 house watch requests as well as 4 extra patrol requests during 2019.

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 2019, Pequot Lakes Police department processed applications for 31 gun permits to purchase to residents in the City of Pequot Lakes and the City of Jenkins.

TRAFFIC SAFETY & ENFORCEMENT

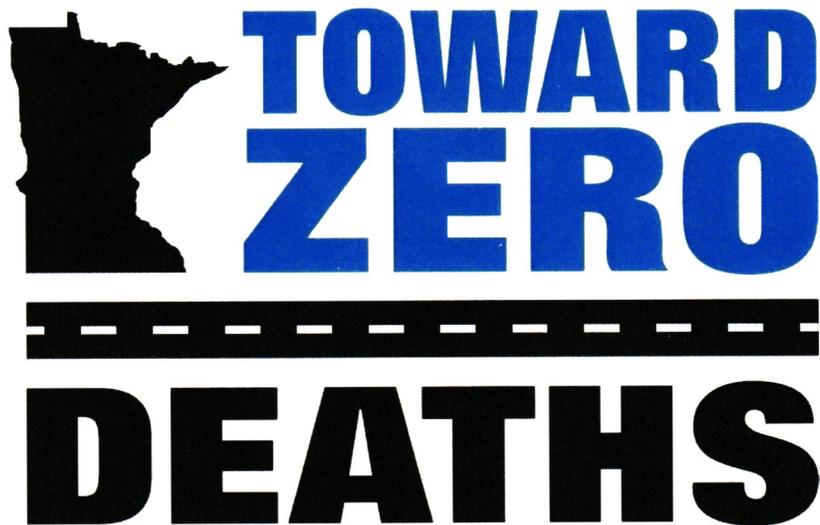
Towards Zero Deaths (TZD)

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 2019, officers from the Pequot Lakes Police Department participated in 18 traffic enforcement events. During those events, officers arrested 17 subjects on various offenses (i.e. warrants and drug and alcohol DWIs) and issued 54 traffic citations.

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.

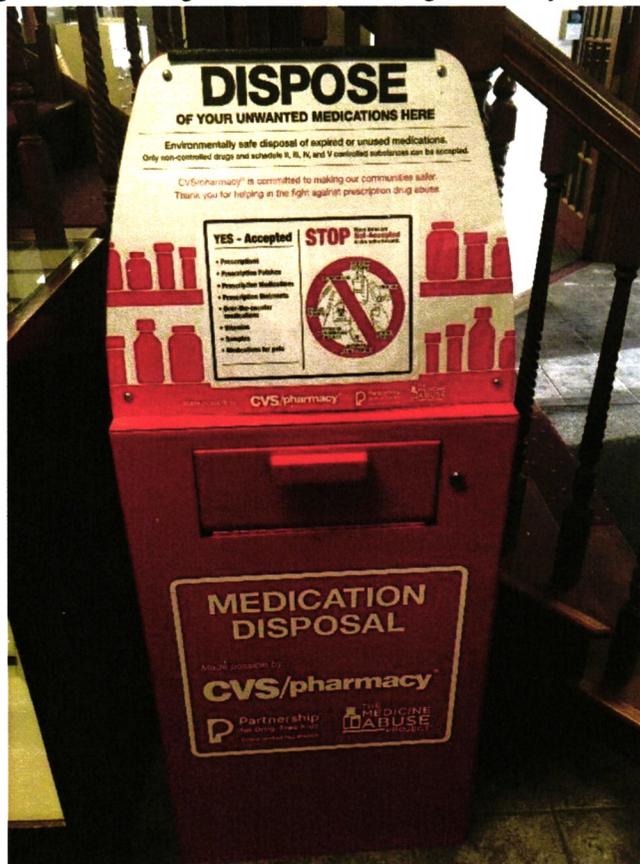
Prescription drug abuse also can lead to the use of other "street drugs." About 80% of heroin users previously abused prescription painkillers. Another opioid, called fentanyl, is 50-100 times more powerful than morphine and has caused overdose deaths in Minnesota.

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 2019, the department's forfeiture inventory includes 22 cases pending further action:

<u>PROPERTY SEIZED</u>	<u>DATE</u>	<u>REASON</u>
2000 Chevy Silverado	12/15/19	Commission of a felony
2002 Ford F150	11/18/19	Alcohol DWI
2003 GMC Sierra	10/8/19	Alcohol DWI
2001 Buick Park Ave	9/14/19	Drugs
2001 Dodge Caravan	8/28/19	Drugs
1995 Chrysler LeBaron	7/29/19	Drugs
\$270 cash	7/29/19	Drugs
2004 Kia Optima	7/19/19	Drugs
\$165 cash	7/13/19	Drugs
1999 Ford Ranger	5/25/19	Alcohol DWI
2001 Chevy Prizm	4/11/19	Drugs
2003 GMC Envoy	3/28/19	Drugs
1997 Ford F250	3/18/19	Drugs
\$1,168 cash	3/18/19	Drugs
1999 Chevy Silverado	3/12/19	Commission of a felony
\$100 cash	3/12/19	Commission of a felony
1999 Chevy Monte Carlo	9/14/18	Drugs
2005 Honda Civic	7/27/18	Drugs
2004 Chevy Venture	5/12/18	Commission of a felony
1996 Ford Explorer	3/28/18	Drugs
\$821 cash	1/27/18	Drugs
\$216 cash	9/11/17	Drugs

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 11 forfeitures that included cash, vehicles, guns and other property. As a result of these winnings, the department grossed \$9,173. Five 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 2019:

P.O.S.T. MANDATORY

Persuasions & De-escalation
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
Preventing In-Custody Suicide
Emotional Wellness for Law Enforcement
Serving those with Autism Spectrum Disorder
72-Hour Holds
Hazardous Materials Awareness
CJIS Security & Awareness Training
DVS/Mobile Access

SPECIALTY

BCA Supervisor Classes
Suicide Calls
Strength & Resilience
Safety & Loss Control Workshop
Investigating Identity Theft
MN State Association of Narcotics Investigators Conference
Basic Narcotics Investigations
Cardiology, Trauma and Operations
TZD Conference
Life Link III: US Drug Epidemic & Injuries on the Water
MN Association of Women Police Conference
Pursuit Intervention Tactics
LUCAS Training
Paramedic Refresher

USE OF FORCE

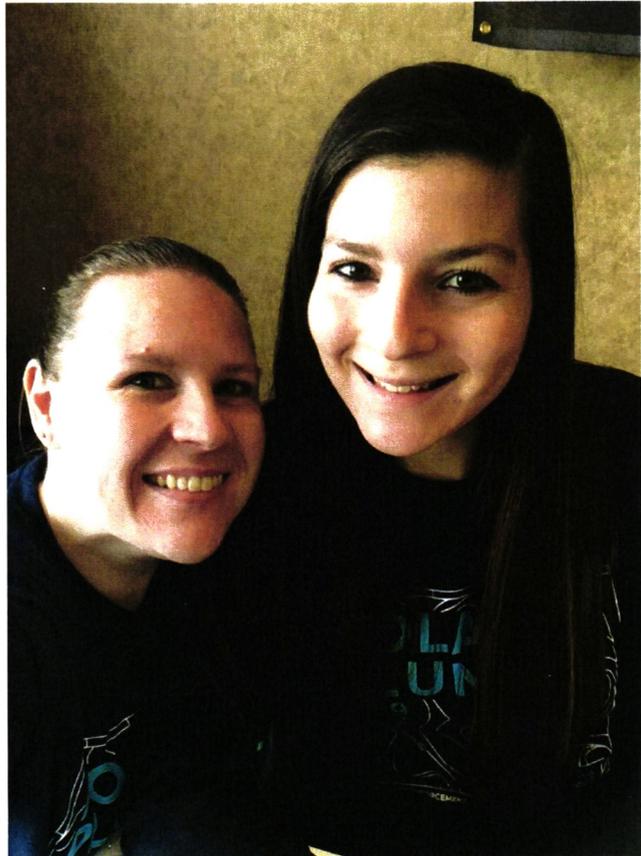
Annual Weapons Qualification
Low Light/Adverse Weather Qualifications
Defensive Tactics
TASER

EVENTS

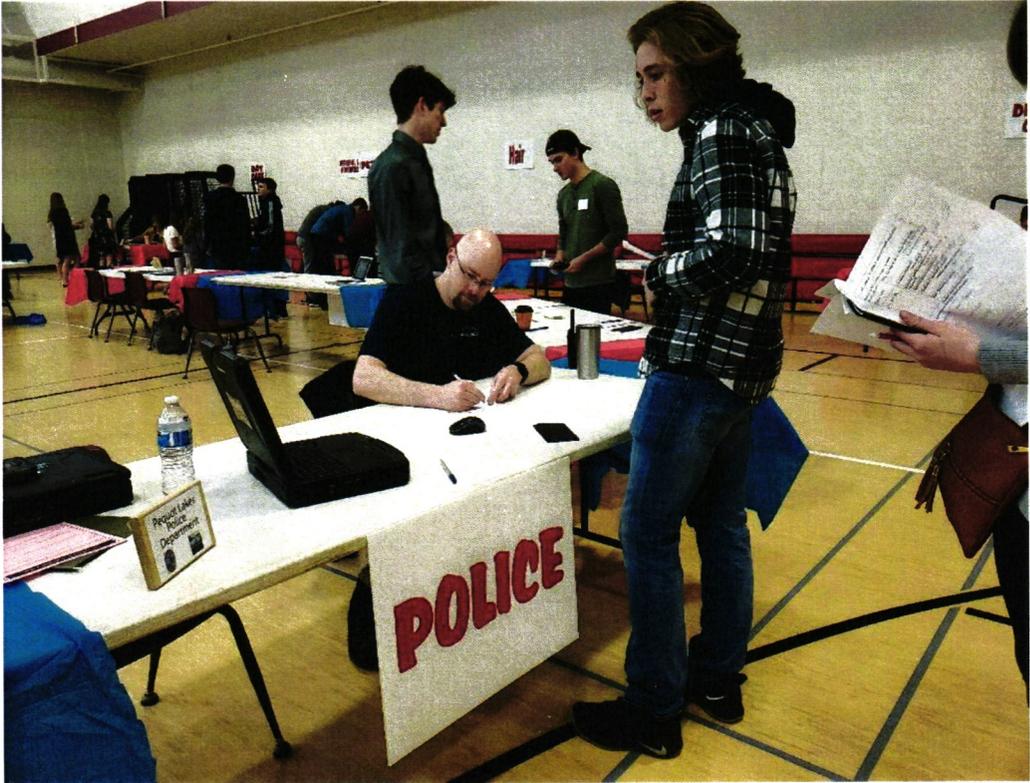
Preparing the ice on Pelican Lake and Breezy Point Resort for the Special Olympics Polar Plunge



Officer Mgr. Jen Anderson and Reserve Officer Kristle Peltier volunteering in Registration at Polar Plunge



SRO Ryan Franz at the police booth during Reality Store at the high school



Chief Eric Klang accepting a donation check from Andy's Small Engine Repair to be put towards the purchase of the LUCAS device



Reserve Officer Tim
Leagield at Safety
Town

Officer Ryan Franz, Reserve
Officer Ken Henke, Reserve
Officer Adam Cassanova,
Officer Kate Petersen and
Reserve Officer Griffin
Campbell with Santa Claus
on Christmas Eve before
delivering gifts for Christmas
for Kids

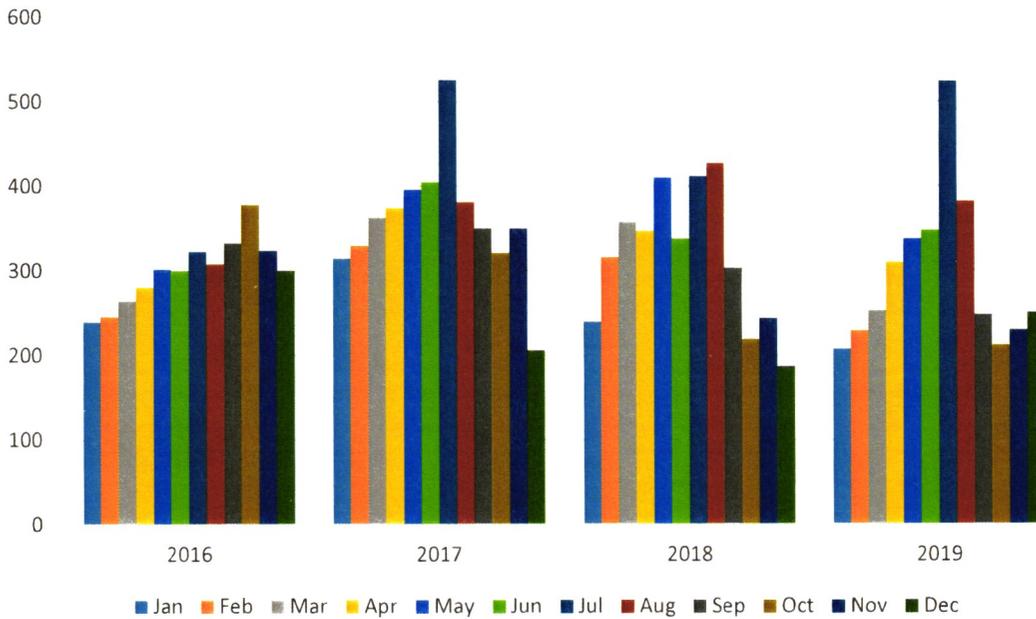


CALLS FOR SERVICE – BY TYPE

911 Hang-up	10	Property Crash	57
Alarm	104	OFP Violation	4
Animal Complaint	45	Public Assist	54
Assault	1	Suicidal Person	13
ATV Complaint	1	Suspicious Activity/Person	147
Burglary	4	Theft	116
Child Maltreatment	8	Threats	11
Civil Dispute	32	Trespass	6
Criminal Sexual Conduct	6	Vulnerable Adult	10
Damage to Property	26	Welfare Check	59
Dangerous Dog	1		
Death	4		
Disturbance	41		
Domestic	21		
Driving Complaint	53		
Drug Information	17		
Extra Patrol	4		
Fight	1		
Fire	10		
Fraud	13		
Gun Permit	31		
Harassing Communication	13		
Hazard in Road	20		
Housewatch	11		
Information	89		
Intoxicated Person	24		
Medical	224		
Missing Person	11		
Motorist Assist	77		
Noise Complaint	21		
Parking Complaint	45		
Personal Injury Crash	7		
Predatory Offender	41		

The charts below illustrate the 2016 through 2019 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

