

VILLAGE OF OREGON

SPECIAL PERSONNEL, PUBLIC SAFETY & PROTECTION
COMMITTEE MEETING

Monday, November 15, 2010

5:00 p.m.

Note Meeting Time

Village of Oregon
117 Spring Street
Oregon, WI 53575
Lower Level

1. Call to order
2. Roll call
3. Approval of Minutes
 - a) March 22, 2010
4. Public Appearances
 - a)
5. Communications and Miscellaneous Business
 - a) Discussion and Possible Recommendation to the Village Board re: Creating Parking Spaces south of UW Health Clinic's Driveway on South Main Street (135 through 169 South Main Street)
 - b) Discussion and Possible Recommendation to the Village Board re: Changing EBC Contract to define part-time employee eligibility from 20 hours per week to 12 hours per week
6. Police Chief's Report
 - a) Monthly Statistic
 - b) Update on Canine Fund Raising
 - c) Discussion and Possible Recommendation to the Village Board re: 2010 Side Letter of Agreement for K-9 Officer
7. Unfinished Business
 - a) Discussion and Possible Recommendation to the Village Board re: Removal of Extended Sick Leave up to 180 Days from Current Employee Handbook
 - b) Status of Revisions of Employee Handbook
8. New Business

9. Future Assignments

- a) Discussion regarding Limiting Class A Liquor Licenses
- b) Inventory of Village Radios to be Replaced due to Dane County Upgrading System
- c) Discussion of Village Board's Involvement in Resignations and Advertising of Positions
- d) Reviewing Ordinance Governing Village Administrator's Authority regarding Personnel Matters
- e) Career Related Development Policy
- f) Revision of Employee Handbook to include:
 - 1) Review of FMLA Policy
 - 2) Development of Time Off Policy for Employees who become fulltime
 - 3) Discussion of Establishing a New Policy to Regulate Out-of-State Travel for Training and Conferences
 - 4) Developing Policy to Reimburse Village Employees for Health Insurance Costs after Employee Initially Declined Coverage
- f) Municipal Facilities Building Usage Policy and Community Room Rules
- g) Discussion adopting policy similar to State's Vacation Escrow Plan
- h) Enforcement of Bicycle Licenses
- i) Discussion and Possible Recommendation to Village Board regarding Adoption of PAR Study Evaluation System
- j) Discussion of Police Chief's 2010 Evaluation Process
- k) Discussion regarding Review of Public Officials' Handbook
- l) Discussion regarding adopting ordinance and implementing fee for fireworks for special events

10. Adjournment

Committee Members: Chair: Randy Way; Eric Poole; Jon Lourigan

Notice is hereby given that a majority of the Village Board of the Village of Oregon is expected to be present at the special meeting of the Special Personnel, Public Safety and Protection Committee meeting scheduled for November 15, 2010 to gather information about subjects over which they have decision-making responsibility. This constitutes a meeting of the Village Board of the Village of Oregon pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such although the Village Board will not take any formal action at this meeting.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Village Clerk at (608) 835-3118, 117 Spring Street, Oregon, Wisconsin, at least twenty-four hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

1. **CALL TO ORDER.** Chair Eric Poole called the regular Personnel, Public Safety & Protection Committee meeting to order at 6:00 p.m.
2. **ROLL CALL.** Present: Eric Poole, Phil Harms, and Jerry Bollig. Also present: Village Administrator Mike Gracz, Police Chief Doug Pettit, Trustee Randy Way and President Steve Staton (arriving at 5:12 p.m. and Clerk Georgia Johnson.
3. **APPROVAL OF MINUTES.**
 - a) Regular Meeting 8/24/09. **Harms moved to approve the minutes of the regular meeting of August 24, 2010. Second by Bollig. Motion carried.**
4. **PUBLIC APPEARANCES.**
 - a) Discussion and Possible Recommendation to the Village Board re: Appeal of Denial of Operator's License—Kelly M. Stiles. Ms. Stiles did not appear to appeal the denial of her application for an operator's license. Pettit stated the application had been filled out incorrectly and noted that if Stiles wanted to re-apply that was an option available to her. Following a brief discussion, **Bollig moved, second by Harms, to deny the operator's license of Kelly M. Stiles. Motion carried.**
 - b) Discussion and Possible Recommendation to Village Board re: Request of Dave Hawley for Motorcar Run from Brooklyn to Fitchburg on November 10, 2010. Bob Wonderling, of 836602 N. Eastmoor Avenue, Lake Villa, Illinois, spoke on behalf of Dave Hawley for the North American RailCar Operator's Association regarding this request. The request to the Board is to approve NARCOA's use of the rail line in November for a motorcar run from Brooklyn to Fitchburg. Wonderling gave a brief overview of the organization noting it is a national organization. Information he provided regarding the event included the event date—November 6th and the Friday night before (the 5th) to check the rail for any possible safety issues; would have approximately 3 round trips to Fitchburg and back; expect approximately 20 motor cars; NARCOA carries general liability insurance in the amount of \$20M for the weekend; and they would anticipate paying the Village a rental cost of approximately \$300. Discussion followed including having someone at the crossings as is done for Depot Days, speed of the cars (15-20 mph), will impact a couple of County roads, may need to walk the cars across the Netherwood crossing since it is blacktopped, may need to contact Fitchburg, it was suggested that the night run be done during daylight hours and so forth. Wonderling stated for the record that the Village has a diamond in the rough with the rail line and NARCOA would gladly work with the villages to establish the railroad—something viable to the communities, there are transportation enhancement monies that are available and it could be of great value out of the railroad. Staton requested Wonderling to contact him about future uses of the tracks. **Bollig moved, second by Harms, to recommend the Village Board to approve the request from NARCOA for a motor car run on Friday (November 5th) through Saturday (November 6th) from Brooklyn to Fitchburg. Motion carried.**
 - c) Discussion and Possible Recommendation to Village Board re: Application for Liquor License by Walgreen Company at 704 N. Main Street. Rick Dinkel, 675 Inverness Street was present on behalf of Walgreen Company as a District Manager, as well as Mary Kate Sitter, the Manager of Walgreen's. Dinkel stated Walgreens is requesting to be allowed to sell beer and wine. This would allow patrons one-stop shopping, they will address any safety concerns, the company has a zero tolerance to selling to minors, the cashiers that are allowed to vend beer and wine will be over the age of 21, they plan to sell only beer and wine using only 2% of the shelf space and it would increase their revenues. Chief Pettit referred to Chapter 125.12, Wis. Stats. noting it gives the Village broad authority as to approval or denial. [Lourigan arrived at 5:25 p.m.] Pettit referred to the five (5) possible reasons for denial in Chapter 125—the only affecting the request is Walgreen's proximity to the Holy Mother Consolation Church. There was considerable discussion including municipality can waive proximity requirement, distance was measured by Walgreen representative at 412 feet, Pettit surveyed other communities in Dane County and Verona, DeForest, McFarland and Stoughton have all approved Walgreen's request for a liquor license, Walgreen's is basing the request based on a national customer survey, certain Board

members have received residents' opposition to the request, would be allowed to sell hard liquors if this type of license was approved, Walgreens does not plan to sell hard liquors and it was suggested perhaps that be put in writing; the will be using coolers, coolers are to be locked at 9:00 p.m., and so forth. It was suggested this go to the Board for discussion. **Bollig moved to approve the request for a liquor license by Walgreen Company waiving the restriction under Chapter 125.68(3), Wis. Stats.** For purposes of discussion only, **Harms seconded the motion.** Harms noted his opposition to the request stating that the Walgreen Company symbolizes the health and well being of the community in its advertising and questioned the sale of beer and/or alcohol fitting within those parameters. There was discussion regarding whether other businesses could apply for a liquor license such as a hardware store and Chief Pettit noted any business could. Staton addressed his concerns including the use, misuse and abuse of alcohol in the State of Wisconsin and its ready acceptance of alcohol as a huge health fact in this state—there is data to back that up; sees Walgreens as a community-minded store and a good place for the community however with the addition of beer and wine sales with families coming in and the kids seeing it being sold in Walgreens does not provide that image; would like to see the corporation as a whole take a stand and not put beer and wine in their stores. Bollig stated the entire Board needs to be involved in this discussion and the Committee members agreed. It was reiterated that the **motion was made for discussion purposes only and the motion carried.** This will go to the Board at its April 5th meeting and it was recommended that Walgreen representatives be present at that meeting.

- d) Discussion and Possible Recommendation to Village Board re: Request from Martin Long to Allow for more than three (3) dogs per Village Code. It was noted Mr. Long brought this to a Board a few weeks ago and the Board referred it to Committee. Martin Long, 855 S. Perry Parkway, noted his request was to allow him to own more than three dogs per the Municipal Code. There was discussion including: the dog is training to be seizure alert dog; the dog would receive a Canine Good Citizen certificate; would be registered as a therapy dog; would remain at the Long residence; the Longs have special needs children; more than three dogs is considered a kennel and requires a license; Pettit noted that a service dog under State or Federal law relates only to not prohibiting service dogs from entering certain establishments; other municipalities were contacted by Pettit and the communities he contacted prohibit kennels unless it is in a commercial or industrial area which are controlled by a conditional use permit; not permitted in residential area even under a CUP; no complaints have been filed regarding the dogs the Longs have; Pettit recommended the Longs be allowed to house the four dogs and if there are complaints in the future it would be dealt with at that time. Long was commended for his frankness and honesty in bringing this request to the Board.
 - e) Discussion and Possible Revised Recommendation to Village Board re: Request from Oregon Community Sports Arena to Extend the Property Description on the Liquor License to Include a Beer Tent for the Weekend of April 23rd through April 25th, 2010. Ben Collins, representative for OCSA, was present to provide answers to any questions the Committee may have regarding this request. Staton referred to his prior comments and added that there are ways that alcohol can be used that are appropriate such as Summer Fest with security and monitoring and that he supports OCSA's request. Collins referred to the letter that was hand delivered (this afternoon) to the residents along N. Perry Parkway and the surrounding streets. On the back of the letter is the proposed tent area. Collins has worked with Lt. Sherven on the location. There was discussion regarding the inappropriateness of the flyers published by the Labatt Company, OSCA would like to make this an annual event, the need for monitoring the event, touching base with residents before and after the event, the late hour of the music and so forth. It was noted the previous motion will stand.
6. **COMMUNICATIONS AND MISCELLANEOUS BUSINESS.** There was none.
 7. **POLICE CHIEF'S REPORT.**
 - a) Monthly Statistic Reports. Pettit went over the reports and there was some discussion.

- b) Update on Canine Fund Raising. There was discussion regarding the upcoming Midwest Horse Fair and the raffle.
- 7. **UNFINISHED BUSINESS**. None.
- 8. **NEW BUSINESS**. None.
- 9. **FUTURE ASSIGNMENTS**. As listed on agenda.
- 10. **ADJOURNMENT**. **Bolig moved to adjourn at 6:12 p.m. Second by Harms. Motion carried.**

Submitted by,
Georgia Johnson, Village Clerk

6(a)

Doug Pettit

From: Cindy Neubert [officer@oregonsd.net]
Sent: Wednesday, September 29, 2010 9:28 AM
To: Brian Busler; Doug Pettit; Chris Ligocki; Christopher Telfer; Craig Sherven; Jim Pliner; Karey Clark; Kerri Modjeski; Leslie Bergstrom; Shannon Anderson; Todd Bresser
Subject: Weekly Update September 20-24, 2010

Afternoon!

1. Spoke to OHS student regarding an AODA violation. Student received school consequences.
2. Located missing property in hallway of OHS. Property was returned to student.
3. Visited the Kindergarten class at PVE during recess time.
4. Conducted mobile patrol of the neighborhoods and residential streets surrounding OHS during lunch hours.
5. Completed Traffic enforcement around OHS during lunchtime. Completed traffic stops for Failure to Stop for Stop Signs.
6. Spoke to OMS student regarding truancy issues. I also spoke with the student's mother advising her of the issue and potential consequences.
7. OMS student urinated all over the floor of the girl's bathroom at OHS. Student advised that he did this because he thought it would be funny. Student was cited for Disorderly Conduct.
8. OMS student was upset and was refusing to attend class or move into the office area for passing time. Student was refusing to comply with counselor or OMS Administration. Student became irate and upset. Student had to be physically escorted from the area by OMS Administration and myself. Student was cited for Disorderly Conduct. I spoke with his parents regarding his recent behavior and they advised that they were trying to get him in to talk to someone. His parents indicated that the behavior is similar to his behavior at home.
9. Attended the SRO meeting at Dane County Southeast Precinct.
10. I attended lunch with OMS students.
11. OHS parent contacted me regarding her daughter's behavior at home. She indicated that her daughter is out of control and that her therapist recommended calling the police the next time her daughter was acting out physically. She requested that I speak with her daughter and explain the consequences if the police are called. I spoke to the student and explained consequences.
12. OMS Administration requested that I complete a check welfare on a student due to student's parent leaving her home alone for the weekend. The student was located at a family's residence and everything was okay. Student had been left home alone while her mother traveled out of the State. The information was passed onto Dane County human Services.
13. OHS had a drug incident where a teacher reported observing a drug exchange in the hallway. Incident resulted in a student being arrested and cited for Possession of Marijuana and Possession of Drug Paraphernalia. The other student was cited for Disorderly Conduct due to his boisterous and profane demeanor after the incident.
14. OHS student reported to me that another OHS student was making threats to him and was threatening to "slice him" student was cited for Disorderly Conduct and received school consequences.
15. Monitored morning traffic in front of OMS to encourage vehicles to slow down.
16. OHS students requested that I speak to one of their friends because their friend had started smoking and they wanted her to quit. I provided them handouts and pamphlets to encourage their friend to quit. Information explained the harmful effects of tobacco products.
17. OHS students reported to me that one of their friends at OMS was having a difficult time and they requested that I talk to her. I spoke to the student because she has been cutting herself and has in the past had some suicidal thoughts. I advised the student to contact me if she ever needed to talk and I provided her parents with the information.
18. OMS requested that I check the welfare of a student. The student resides in Rock County and I requested Rock County to check his welfare. They advised that everything was okay.

19. OHS student reported harassment to me regarding another OHS student. I spoke to the student and explained the consequences for further harassment and bullying.
20. OHS student was causing a disturbance in the hallway and was using profanity. I spoke to the student and explained consequences of his actions. Student received school consequences.
21. I observed two individuals whom I recognized from past police contacts and knew that they are not students at OHS. I spoke to the individuals and both received citations for Trespassing.
22. PVE counselor contacted me regarding family issues with a family. I provided her the information that she requested such as the phone number for Domestic Intervention Services and Joe Sullivan.
23. I completed supervision by the bus stop after school due to ongoing harassment of two OHS students.
24. I talked to an OHS student regarding his walking the halls and being truant from class. I explained how he needs to be making better choices.
25. I spoke to an OHS student regarding behavior because the student's parent contacted me and requested that I explain consequences to her.
26. Assisted with the Fire Drill at OHS.
27. Received a report of a fight that had occurred in the morning at OHS. I watched the cameras and observed a significant physical altercation between two OHS students. Both students were cited for Disorderly Conduct and received school consequences.
28. Conducted a motor vehicle lockout for OHS student.

Sincerely,

Officer Neubert

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Officer Cindy Neubert
School Resource Officer
Oregon Police Department
835-4445

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Doug Pettit

From: Cindy Neubert [officer@oregonsd.net]
Sent: Monday, October 04, 2010 11:23 AM
To: Brian Busler; Doug Pettit; Chris Ligocki; Christopher Telfer; Craig Sherven; Jim Pliner; Karey Clark; Kerri Modjeski; Leslie Bergstrom; Shannon Anderson; Todd Bresser
Subject: weekly update September 25-October 1st

Morning!

1. Completed tours of the Police Department for Pre-K.
2. OHS students reported that another OHS student was bullying them. I spoke with all students regarding the incident and conducted mediation with the students to work out their problems.
3. OHS student reported that another OHS student was harassing him. I spoke to the student and explained the consequences if the harassment continues.
4. OHS student reported that he believes that someone has been deflating the tires on his bike. I checked the cameras as well as his bike and informed him that no one has been deflating his tire and that he needs to replace the tire.
5. Assisted Oregon PD and Dane County on a death investigation.
6. Assisted OMS Administration with a OMS student that was under the influence of marijuana. Student received school consequences.
7. Assisted OHS Administration with a OHS student that was under the influence of marijuana. Student received school consequences.
8. Received information from OMS staff that there was possibly family issues with an OMS student. There was no evidence that child neglect was occurring. I advised the staff member to document the information and to forward it to Dane County Human Services.
9. OHS student was having a difficult day due to recent death in the family. I talked to the student for a while. Student did not have any intentions on hurting himself or others but was not fit for school due to emotional state. Student's father picked him up for the day.
10. Spoke to OHS student regarding making better and smarter choices.
11. OMS student has been physical with other OMS students. I spoke to the student and her mother regarding better choices and consequences. Student received school consequences.
12. RCI student reported that a OMS student was hitting her on the bus and threatening to harm her. I am pending contact with OMS student because he is currently out of school on suspension.
13. OHS student was refusing to attend class and was causing a disturbance in the classroom. The teacher requested my assistance. I brought the student to the officer and OHS Administration talked to the student.
14. Spoke to Oasis Staff regarding family issues with a student. I'm pending contact with that student.
15. Parade Duty
16. Performed supervision for Homecoming Dance.
17. Created Bullying Prevention Presentation for RCI class.]

I was out of the office on Tuesday and a partial day on Monday because my child was sick.

Have a great week!

Officer Neubert

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Officer Cindy Neubert
School Resource Officer
Oregon Police Department

Doug Pettit

From: Cindy Neubert [officer@oregonsd.net]
Sent: Monday, October 25, 2010 3:19 PM
To: Brian Busler; Doug Pettit; Chris Ligocki; Christopher Telfer; Craig Sherven; Jim Pliner; Karey Clark; Kerri Modjeski; Leslie Bergstrom; Shannon Anderson; Todd Bresser
Subject: October 11th-October 22nd

Afternoon,

1. I attended the Ant-Gang Summit Training for two days in Milwaukee.
2. I attended the Crisis Preparedness Training with OHS Administration
3. Talked to RCI student regarding truancy issues and making better decisions.
4. Talked to RCI student regarding his behavior. Student was upset and placed his hands around another student's neck but did not squeeze or do anything and student was not disturbed by incident. Student was explained consequences and received school consequences.
5. I spoke to a special education student at OHS who was upset and insubordinate. Student received school consequences.
6. Fight at OHS. Students were cited for Disorderly Conduct and received school consequences.
7. OMS student reported that someone had created a fake FCBK profile of him. I deactivated the website for him.
8. Performed crossing guard duty.
9. Cited an OHS student for Operating After Suspension.
10. OHS student came and spoke to me regarding family issues. Student was 18 years old and her parents refused to allow her to collect her property. I spoke to her parents and set up a time for her to pickup her property.
11. I attended court for three separate cases/trials. Two cases pertaining to OHS students.
12. OHS student reported that another OHS student was harassing him through messages and phone calls. I spoke to the student and explained the consequences if she continued.
13. OHS staff reported a noise complaint coming from a student with an extremely loud stereo that was parked in front of OHS. I spoke to the student and warned him for the noise.
14. OHS student reported that he was being harassed on FCBK by other OHS students. I spoke to the students and advised them to stop the harassment and I explained the consequences.
15. I was patrolling the neighborhoods surrounding OHS and I observed numerous students leaving school. When I asked them where they were going they advised Kwik Trip and I advised that they should return to class. All students returned to class.
16. OHS student reported that an unknown individual had gone into her unoccupied purse and stole \$50. No suspect info, case still pending.
17. OMS student requested that I speak with her. She had some questions regarding legal matters. I spoke with the student and answered her questions.
18. OHS student came to me asking questions regarding family matters. I provided her information that she needed.
19. I spoke with OHS student that mother had reported had skipped three classes. I talked to the student who advised that he was having a very difficult time with his parent's divorce. I assisted where needed.
20. Performed a motor vehicle lockout at OHS.
21. Completed a presentation at OHS on Juvenile Justice.
22. I went into the phy ed locker room during 2nd hour with janitorial staff and observed that 23 lockers were not locked. These students received reminder notes to lock their lockers.
23. I spoke to OHS student regarding smart choices. Student is constantly tardy and skipping classes. I provided consequences.
24. Performed Presentations at OHS on 4th Amendment.

Sincerely,

Officer Neubert

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Officer Cindy Neubert
School Resource Officer
Oregon Police Department
835-4445

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Doug Pettit

From: Cindy Neubert [officer@oregonsd.net]
Sent: Monday, November 08, 2010 9:27 AM
To: Brian Busler; Doug Pettit; Chris Ligocki; Christopher Telfer; Craig Sherven; Jim Pliner; Karey Clark; Kerri Modjeski; Leslie Bergstrom; Shannon Anderson; Todd Bresser
Subject: weekly Update Nov 8-10

Morning!

1. OHS student reported that another OHS student had thrown a chair while in class and it hit her in the leg causing pain and injury. I am still investigating the incident.
2. OHS teacher had reported that someone had stole a food item from her classroom. I identified the student who had stolen the item. The student reimbursed the teacher and the teacher did not wish to pursue charges.
3. OHS student was cited for Truancy.
4. OMS student contacted me requesting that I speak with her. I spoke with the student. OMS Administration and I advised the student that she could not contact the police just because she wanted to talk but that she needed to be in class and that if she was having a crisis then I was available to assist her but that when it was class time she needed to be in class.
5. OHS guidance counselor reported that he had received an email that was a scam. I am still looking into the source of the scam.
6. OMS student had reported that he had attempted to commit suicide on the previous night. I spoke with the student who advised that he had considered suicide and that he had found means to commit the suicide. I spoke to his parents and they admitted him into the hospital.
7. OMS student reported that her mother had been physically abusive to her. I forwarded the information onto Dane County Human Services. I am still investigating the incident.
8. OHS student requested information regarding criminal justice programs. I provided the information to them.
9. OHS student requested that I complete a recommendation letter for a criminal justice program for him.
10. OHS teacher spoke with me regarding an OHS student who is 18 and is struggling with drugs and homeless. We provided options for the student and the student was taken to Briarpatch.
11. Spoke to an individual who was warned previously regarding being on school property. The individual had been intimidating an OHS student and was advised that he was not allowed on school property per OHS Administration. Subject was advised that the next time he would be cited for Trespassing.
12. Report of a fraud case that occurred where the complainant had funds taken from his checking account and believes it was associated with a check he wrote for wreaths. I am still investigating incident.
13. OHS parent reported that another OHS student had damaged the Haunted House. Complainant did not want to pursue charges but requested that I speak to the students. I spoke to the student and explained the consequences of his actions.
14. Special education student was upset at another student and kicked her. Student received school consequences.
15. Assisted Dane County in searching for a subject.
16. Assisted in bank robbery.
17. Thursday and Friday I was out of the office at Training.

Sincerely,

Officer Neubert

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October 2010 Special Parking Assignments

Date	Officer	Assignment	Completed? If Not, Why?	Number of Chalked Vehicles	# of Citations	# of Warnings
10-1	Pierce	Downtown	No, burglary case	---	---	---
	Wagner	Schools	Y	0	0	0
	Schaub	Schools	No, Homecoming Parade	---	---	---
10-4	Hatfield	Schools	Y	0	0	0
	Schaub	Downtown	Y	12	1	0
10-5	Schaub	Schools	Y	0	0	0
	Hatfield	Downtown	Y	14	0	0
10-6	Pierce	Schools	Y	0	2	0
	Schaub	Schools	Y	0	0	0
10-7	Pierce	Downtown	Y	8	0	0
	Hatfield	Schools	Y	0	0	0
10-8	Pierce	Schools	Y	0	0	0
	Schaub	Downtown	Y	8	0	0
10-11	Pierce	Downtown	No, took day off	---	---	---
	Kohlman	Schools	No, at school/training	---	---	---
10-12	Hatfield	Downtown	Y	11	0	0
	Kohlman	Downtown	Y	12	0	0
	Hatfield	Schools	Y	0	0	0
10-13	Hatfield	Schools	Y	0	0	0
	Kohlman	Schools	Y	0	0	1
10-14	Schaub	Downtown	Y	4	0	0
	Hatfield	Schools	Y	0	0	0

Date	Officer	Assignment	Completed? If Not, Why?	Number of Chalked Vehicles	# of Citations	# of Warnings
10-15	Pierce	Downtown	Y	8	0	0
	Hatfield	Schools	Y	0	0	0
10-18	Pierce	Schools	Y	0	0	0
	Schaub	Schools	Y	0	0	0
	Kohlman	Downtown	No, unable to mark by 3	---	---	---
10-19	Pierce	Downtown	Y	9	0	0
	Schaub	Downtown	No, unable to mark by 3	---	---	---
	Kohlman	Schools	Y	0	0	1
10-20	Pierce	Downtown	Y	12	0	0
	Hatfield	Schools	Y	0	0	0
	Kohlman	Downtown	No, staff meeting	---	---	---
10-21	Kohlman	Schools	Y	0	0	0
	Hatfield	Downtown	Y	0	0	0
10-22	Wagner	Downtown	Y	27	0	0
	Hatfield	Schools	Y	0	0	0
10-25	Pierce	Downtown	No, out sick	---	---	---
	Schaub	Schools	No, busy with calls	---	---	---
10-26	Neubert	Downtown	Y	4	0	0
	Schaub	Schools	Y	0	0	0
10-27	Schaub	Schools	Y	0	1	0
	Wagner	Downtown	Y	19	0	0
10-28	Kohlman	Downtown	Y	12	0	0
	Schaub	Schools	No, no school	---	---	---

OCTOBER 2010 PARKING ASSIGNMENT RESULTS

- HIGH SCHOOL RESULTS — 3 citations, 2 warnings issued
- DOWNTOWN RESULTS — 160 vehicles were chalked, 1 citation issued, 0 warnings issued

**2010
Oregon Police Department
Motorcycle Patrol Activity Report**

Month	Patrol Hours	Radar Assignments	Traffic Stops	Citations Issued	Warnings Issued	Notes / Other Use
May	10	3	8	4	4	4 hours at Safety Day 1 assist of motorist
June	16.5	2	10	7	5	9 hours during Summerfest: (6 hours Patrol / 3 hours parade) 16 hours for Special Olympics
July	5	2	1	0	1	8 hours for Diabetes Ride w/ Capital City Harley 1 Assist DCSO call
August	3	2	12	8	5	3 hours at National Night Out
Sept.	-	-	-	-	-	No use, low on staffing
Oct.	-	-	-	-	-	1 ½ hours Homecoming Parade

**Town of Oregon
Traffic Enforcement Data
October 2010**

Date/Time	Officer	Location	Stops	Citations	Warnings
Thurs. 14th 6a-9a	Schaub	Fish Hatch @ CTH D	1	0	1
		CTH D @ Sun Valley	1	1	0
		Sun Valley @ CTH D	1	0	1
Mon. 18 th 6a-9a	Schaub	5200 blk CTH A	3	0	3
Tues. 19 th 4p-7p	Sherven	CTH A	3	1	2
Fri. 22nd 4p-7p	Sherven	CTH D	3	2	1
		Sun Valley Pkwy	1	0	1
Mon. 25th 4p-7p	Sherven	CTH D	1	1	0
		CTH MM	1	0	1
Wed. 27th 6a-9a	Sherven	CTH D	1	0	1
		CTH A	1	0	1

Totals

Stops: 17
Citations: 5
Warnings: 12

**Village of Oregon
October 2010
Radar Assignment Data Sheet**

N. MAIN ST.

Assignments	24
Average Speed	27.95
Average # of Vehicles	49.79
Traffic Stops	32
Citations	6
Warnings	26
Non-typical	17

S. MAIN ST.

Assignments	3
Average Speed	28.33
Average # of Vehicles	40
Traffic Stops	3
Citations	0
Warnings	3
Non-typical	1

JANESVILLE ST.

Assignments	17
Average Speed	28.41
Average # of Vehicles	27.29
Traffic Stops	15
Citations	7
Warnings	8
Non-typical	5

JEFFERSON ST.

Assignments	3
Average Speed	33.66
Average # of Vehicles	52.33
Traffic Stops	3
Citations	0
Warnings	3
Non-typical	4

E. NETHERWOOD ST.

Assignments	10
Average Speed	30.2
Average # of Vehicles	67.5
Stops	20
Citations	4
Warnings	16
Non-typical	11

N. OAK ST.

Assignments	19
Average Speed	28.57
Average # of Vehicles	51.05
Stops	23
Citations	3
Warnings	21
Non-typical	16

HIGHWAY 14

Assignments	11
Average Speed	69
Average # of Vehicles	53.45
Stops	9
Citations	4
Warnings	7
Non-typical	28

WOLFE ST.

Assignments	8
Average Speed	38.13
Average # of Vehicles	23.25
Stops	9
Citations	1
Warnings	8
Non-typical	4

S. PERRY PKWY.

Assignments	6
Average Speed	28.5
Average # of Vehicles	51.66
Stops	7
Citations	1
Warnings	6
Non-typical	1

S. BURR OAK AVE.

Assignments	7
Average Speed	26
Average # of Vehicles	42.85
Stops	6
Citations	2
Warnings	4
Non-typical	0

W. NETHERWOOD ST.

Assignments	12
Average Speed	36.91
Average # of Vehicles	43
Stops	21
Citations	9
Warnings	14
Non-typical	0

N. BURR OAK AVE.

Assignments	5
Average Speed	33.8
Average # of Vehicles	55
Stops	8
Citations	3
Warnings	5
Non-typical	0

E. RICHARDS RD.

Assignments	2
Average Speed	29.5
Average # of Vehicles	48.5
Stops	1
Citations	0
Warnings	1
Non-typical	0

N. PERRY PKWY.

Assignments	3
Average Speed	26.33
Average # of Vehicles	71.66
Stops	2
Citations	0
Warnings	2
Non-typical	12

LINCOLN RD.

Assignments	5
Average Speed	37.4
Average # of Vehicles	38.2
Stops	7
Citations	6
Warnings	2
Non-typical	2

MARKET ST.

Assignments	3
Average Speed	27.33
Average # of Vehicles	25
Stops	1
Citations	1
Warnings	0
Non-typical	0

LYNNE TRAIL

Assignments	1
Average Speed	26
Average # of Vehicles	8
Stops	1
Citations	0
Warnings	1
Non-typical	1

BERGAMONT BLVD.

Assignments	4
Average Speed	29.5
Average # of Vehicles	21.25
Stops	3
Citations	1
Warnings	2
Non-typical	0

KENNEDY DR.

Assignments	1
Average Speed	29
Average # of Vehicles	60
Stops	2
Citations	0
Warnings	2
Non-typical	0

PLEASANT OAK DR.

Assignments	1
Average Speed	28
Average # of Vehicles	20
Stops	3
Citations	1
Warnings	2
Non-typical	0

BROOK ST.

Assignments	3
Average Speed	20.33
Average # of Vehicles	34.66
Stops	4
Citations	0
Warnings	4
Non-typical	0

ALPINE PKWY.

Assignments	1
Average Speed	33
Average # of Vehicles	25
Stops	0
Citations	0
Warnings	0
Non-typical	0

NYGAARD ST.

Assignments	1
Average Speed	28
Average # of Vehicles	70
Stops	1
Citations	0
Warnings	1
Non-typical	6

ELM@JANESVILLE**(NO LEFT TURN)**

Assignments	6
Average Speed	22.5
Average # of Vehicles	38.66
Stops	11
Citations	2
Warnings	9
Non-typical	3

AUGUSTA DR.

Assignments	1
Average Speed	29
Average # of Vehicles	15
Stops	0
Citations	0
Warnings	0
Non-typical	0

ASH ST.

Assignments	2
Average Speed	25
Average # of Vehicles	27.5
Stops	0
Citations	0
Warnings	0
Non-typical	0

E. LINCOLN ST.

Assignments	1
Average Speed	27
Average # of Vehicles	60
Stops	2
Citations	0
Warnings	2
Non-typical	8

Oregon Police Department Monthly Statistic Report

	October			Year:	2010
	Oct. 09	Sept. 10	Oct. 10	% Change	+ -
Radar	194	148	162	9.45	+14
Speeding	43	44	49	11.36	+5
OAR/OAS/No DL	15	18	18	0	0
Seatbelt	7	6	5	16.66	-1
Stop Sign/Light	5	2	3	50.0	+1
OMVWI	5	8	4	50.0	-4
Absolute Sobriety	1	1	1	0	0
Inattentive Driving	0	1	0	100	-1
Reckless Driving	0	0	0	0	0
Registration	14	13	20	53.84	+7
Other Cits.	14	15	9	40.0	-6
Traffic Warnings	155	208	252	21.15	+44
Traffic Accidents	12	9	12	33.33	+3
Parking Comp.	12	8	3	62.5	-5
Sex Offenses	1	0	2	100	+2
Battery	4	4	8	100	+4
Weapons Offense	1	0	2	100	+2
Burglary	4	6	2	66.66	-4
Theft	13	7	13	85.71	+6
Stolen Auto	0	0	0	0	0
Death Invest.	0	0	0	0	0
Domestics	6	4	9	125	+5
Drug Incidents	3	6	7	16.66	+1
Fraud/Forgery	3	3	2	33.33	-1
Worthless Checks	0	0	0	0	0
Threats	1	1	2	100	+1
Fights/Disturbances	7	10	12	20.0	+2
Juvenile Complaints	26	47	23	51.06	-24
Annoy Phone Calls	4	3	3	0	0
CDTP	16	5	13	160	+8
Neighbor problems	3	2	0	100	-2
Susp. Person/vehicle	19	35	23	34.28	-12
Noise complaint	5	6	4	33.33	-2
Child Abuse/Neglect	0	4	0	100	-4
Civil matter	4	12	9	25.0	-3
Preserve Peace	2	3	2	33.33	-1
Trespassing	2	4	2	50.0	-2
Check Prop/Area	33	31	26	16.12	-5

Disorderly Conduct	15	12	12	0	0
Resisting/Obstruct.	5	3	0	100	-3
Carry Concealed	0	1	0	100	-1
Curfew	1	0	0	0	0
Abandoned vehicle	0	0	0	0	0
Animal Calls	15	14	17	21.42	+3
Underage Drinking	2	6	4	33.33	-2
Smoking/Tobacco	3	1	1	0	0
Liquor Law Viol.	0	3	1	66.66	-2
Arrested Adult	8	5	11	120	+6
Arrested Juvenile	2	1	1	0	0
Truancy	6	0	1	100	+1
Missing/Runaways	3	3	4	33.33	+1
Armed Robbery	2	0	0	0	0
Found Property	6	6	4	33.33	-2
911 Hang up	17	14	14	0	0
Alarms	10	13	21	61.53	+8
Detox. Runs	3	6	3	50.0	-3
Assist Fire/Police	23	19	33	73.68	+14
Assist EMS	44	34	35	2.94	+1
Assist Citizen	65	63	79	25.39	+16
Assist P/W	1	2	1	50.0	-1
Records Checks	0	0	0	0	0
Foot Patrol	33	20	37	85.0	+17
Alternate Side	-	-	-	-	-

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**SIDE LETTER OF AGREEMENT
BETWEEN THE
VILLAGE of OREGON & OREGON PROFESSIONAL POLICE
ASSOCIATION, LOCAL NO. 421**

The side letter outlines an agreement reached by the Village of Oregon and the Oregon Professional Police Association (OPPA) representing the Village's canine handlers.

The parties agree as follows:

1. Employees assigned as canine handlers will be granted additional compensation to care for their assigned dog. Care is defined as time spent at the canine handler's home while off duty, feeding, grooming, yard and kennel cleaning, and exercising the canine. Care does not include police canine training as training time will be provided during the canine handler's regular duty hours. The workday cycle for canine handlers will consist of six days work, three days off, six days work, three days off and five days work, 4 days off. The additional day off is compensation to the canine handler for home care of their canine on duty days. The 6-3, 6-3 and 5-4 schedule will be a repetitive cycle. When the K-9 Officer is not on duty for the day, they will be compensated with 30 minutes per day off in the compensatory bank. The time placed in the compensatory bank for this purpose can not be converted for cash payout. The Officer will not be compensated if the care of the K-9 for that day is provided by someone else.
2. The Village of Oregon shall be responsible for expenses related to its dogs care and maintenance, as deemed necessary by the Village; e.g. outdoor pen, kennel, training supplies, as well as all required licenses, immunizations and medical visits. The immunizations and medical needs shall be provided by the Village's chosen veterinarian with prior approval, absent exigent circumstances. Decisions regarding the medical treatment for the canine will be made by the department. The Village of Oregon shall be the sole owner of Oregon Police Department canines.
3. The Village of Oregon shall determine the appropriate training related to the canine handler and dog.
4. Employees assigned as canine handlers will not receive compensation for commuting to work for regular duty hours. When canine officers receive a call out for duty they will be compensated at time and one half starting with travel time to the call location. Upon completion of all duties related to the call out, including travel time returning to the Village of Oregon from a mutual aid call, compensation is ended. The canine officer will not be compensated for travel time to their home after call out duties are completed. Labor agreement language applies when the canine officer is called out for duty prior to the beginning of their regular shift and the call out extends into the officer's regular duty hours.

5. Employees selected to be canine handlers must make a 5-year commitment with the understanding that the actual length of the assignment may be influenced by the service life of the dog. No assignment will extend beyond the five years unless mutually agreed upon by the handler and the department. In the event the canine is unable to fulfill their five year commitment; the handler shall remain a handler for the duration of the term. The new canine shall be assigned to the original handler for the duration of the term. The remainder of the canine's term shall be evaluated by the Chief of Police or the Chief's designee, and the handler. An extension can occur if mutually agreed upon. The Village has the right to cancel the K-9 program and the K-9 Memorandum of Understanding at any time and for any reason. Upon cancelation the handler's hours and benefits will resort back to the Collective Bargaining Agreement.
6. The Village reserves the right to determine the shift assignments of the Canine handler.
7. If the employee or the dog is unable to perform in their respective capacities because of circumstances that remove them from work; e.g. illness or injury, the department reserves the right to terminate the assignment or reassign the dog to another handler. The terms of this agreement will not apply to the officer if the dog is reassigned. The compensation will be awarded to the person to whom the dog is reassigned.
8. The Chief of Police, in his sole discretion, reserves the right to remove the handler or the canine from the assignment due to unsatisfactory performance. Canine handlers shall be evaluated on an annual basis. The canine and the handler shall be required to be certified annually, as determined by the Village of Oregon. Removal for unsatisfactory performance is not subject to the grievance procedure and is at the sole discretion of the Chief.
9. When the dog's service life as a police canine has been exhausted, the employee assigned as the dog's handler at that time shall be allowed to purchase the dog for one (1) dollar. The final determination of the dog's useful service life shall be evaluated by the Chief of Police, or Chief's designee and the canine handler, with input from the canines veterinary. If upon conclusion of an employee's assignment as a handler, the canine has useful service life remaining, it shall be the choice of the police department to retire or reassign the dog. In the event the ownership of the canine is transferred to the handler, the salary compensation as well as any additional financial support for the direct care and maintenance of the canine will cease.
10. The cost of kenneling services to accommodate employee absences associated with paid time off shall be born by the Village of Oregon up to and including 14 single days annually. Days needed by the handler in excess of fourteen single days off annually shall be born by the Handler. The chief of Police

reserves the right to select the vendor who will provide kenneling services for the Police Canines. All kenneling services must receive prior approval from the Chief of Police or the Chiefs designee.

11. All other terms and conditions of the labor agreement shall apply.
12. The parties agree this side letter applies to future canine handlers and canine care activities within the term of this agreement.

The Oregon Professional Police Association (OPPA) representing employees assigned as canine handlers, present and future, agree that this side letter is reasonable, the result of good faith negotiations and represents a fair and adequate compensation for time spent caring for dogs.

The Village has the right to cancel the K-9 program and the K-9 Officer Memorandum of Understanding at any time for any reason. Upon cancellation, the K-9 officer's hours and benefits will revert back to those of another officer of similar tenure.

This Letter of Agreement shall be in effect for one year after execution of the document.

Dated this ____ day of _____, 2010.

OREGON PROFESSIONAL
POLICE ASSN

VILLAGE OF OREGON

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5. An employee unable to report to work due to illness or injury is required to give at least one-half (1/2) hour notice prior to the start of his/her shift unless circumstances prevent him/her from doing so. For scheduled doctor or dentist appointments, the employee shall give the department head notice thereof as soon as it is practical following the scheduling of the appointment. If more than one employee for a department will be absent on that day, the employer may request the employee who submitted the second written request to take time off on another day unless the appointment cannot be rescheduled without difficulty or is an emergency. Sick leave may be taken in one-half (1/2) hour increments.

6. Sick leave benefits shall not accrue to the employee during an approved leave of absence or while on active sick leave exceeding two (2) weeks.

8.05 LEAVES OF ABSENCE WITHOUT PAY

1. Unpaid Leave Generally: Vacation, sick leave and personal time are not earned during unpaid leave.

* 2. Extended Sick Leave. Employees who have exhausted their accumulated sick leave may apply for an unpaid leave necessitated by illness or injury not to exceed 180 days.

The Village Board and/or Library Board or their designee(s) reserves the right to require satisfactory medical evidence of both the employee's medical condition and his/her ability to return to work or to extend the medical leave.

3. Personal Leave. An employee may request a personal leave of absence without pay not to exceed thirty (30) calendar days. Such requests shall be made in writing to the department head not less than fifteen (15) calendar days prior to the start thereof, and shall state the starting and ending dates of the requested leave. Department heads shall make their request to the Village Board and/or Library Board. All requests for leave are subject to the approval of and such conditions, if any, as may be specified by the Village Board and/or Library Board.

4. Military Leave. The Village grants military leave pursuant to the terms and conditions specified by applicable law. Employees shall be entitled to the option of either receiving their military pay or receiving their regular straight time pay from the Village during the first three (3) calendar weeks of an authorized leave under this section. If the employee chooses to receive the regular straight-time pay from the Village, the full amount of military pay, excluding expense allowances, shall be reimbursed to the Village by the employee by deducting the amount from the gross wages in the first check received by the employee upon returning to work and continue until the reimbursement has been satisfied. The employee shall notify the department head, in writing, of the selection who shall forward the written request to the administrator for payroll adjustments.