



ELKO NEW MARKET POLICE DEPARTMENT

2014 ANNUAL REPORT

Chief's Message:

2014 was another exciting year for the Police Department. We welcomed new staff to the department; Officer Justin Schroepfer started full-time employment in February, and Officer John Machaby began his part-time employment in April. Both officers have proven to be valuable assets to the department and community they serve.

Improvements to the Police Department included the construction of a new garage. The new garage construction at the current Police Department building has improved operational performance. Officers are now able to start and end their shift at the Police Department allowing them to be able to pick up necessary equipment at the beginning of their shift and leave this equipment at the Police Department at the end of their shift for the next officer to use. Posted operational information would also be readably accessible and the garage would be utilized to serve as a secured Sally Port function. The Sally Port function is important as it provides officer and public safety by allowing officers to escort suspects from inside the garage into the Police Department without having to walk them outside exposing a risk to the officer, suspect and the public.

August 5th, marked our **5th Annual participation in Night to Unite**. Officers stopped and visited the **14** registered block parties throughout the city. This is the highest total registered parties yet! The 14 parties are twice as many as compared to other communities our size. We believe that this is an example of our and the community's commitment to make the City of Elko New Market the best place to live.

Calls for service increased approximately 10% in 2014 from 2013. We attribute this mainly to residents being more involved with their community and Police Department by reporting suspicious activity and contacting the police to report incidents that they have not in the past. The crime rate increased by 34% in 2014 compared to 2013. The largest increases involved the crime of vandalism.

We have continued to serve the community by policing guided by our Vision & Mission Statements: We are a model for delivering **Community Value Based Public Safety Services**, designed to grow with the Community we serve. We will achieve our Vision through Valued Employees and Citizen-Police Partnerships.

Our logo on our squad car defines who we are: **Accountability, Professionalism and Excellence.**



We know that accountability and professionalism leads to excellence!

As we move into 2015, the Police Department's top goal remains the same: **Continue to Enhance our Community Values Based Policing activities.** We realize to be the most effective at our jobs, we need the cooperation & support from those we serve. Such activities include: Community & School presentations on traffic safety, personal safety and neighborhood safety. The professional police officers that work for the Elko New Market Police Department remain vigilant in these efforts and take pride in the community they serve. We are proud of the fact that the City of Elko New Market continues to have the lowest crime rate in Scott County!!

Staff would like to thank the Mayor and City Council for their continued support and look forward to serving the community in 2015.

Chief Steve Mortenson



PERSONNEL

Although the Police Department is “relatively” young since hiring new personnel in 2010 and City Council adoption of the new policing philosophy “Community Values Based Public Safety” in the same year, our staff provide the residents many years of experience and education.

Chief Steve Mortenson:



- Police Officer for 24+ years.
- Started on October 11, 2010 as Chief/Emergency Management Director w/Elko New Market Police Department.
- 16 years w/ Lino Lakes Police Department (Patrol, Investigator, Sergeant.)
- 4 ½ years w/Redwood Falls Police Department (Assistant Police Chief.)
- Attended the FBI National Academy 194th Session (June 1998.)
- Certified Emergency Manager (MN).

Officer Craig Bell:



- Police Officer for 8+ years, over 4 years with Elko New Market Police Department.
- Toward Zero Death (TZD) Traffic Safety Coordinator for the department.
- Field Training Officer for the department.
- Certified Firearms Instructor.
- Datamaster Certified (instrument to run breath alcohol tests.)
- Attending training for Certification as an Emergency Manager (anticipated completion in February 2015.)

Officer Justin Schroepfer:



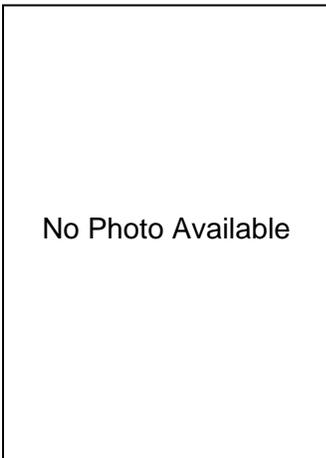
- Police Officer for 9+ years, 1 year with Elko New Market Police Department.
(Began part-time in November 2013, full-time in February 2014.)
- Certified Firearms Instructor.
- Certified Taser Instructor.
- Datamaster Certified (instrument to run breath alcohol tests.)

Officer Eve Rudolph:



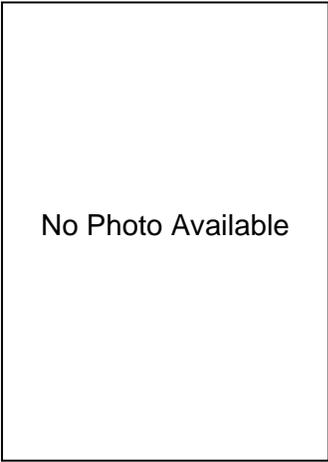
- Police Officer for 28+ years, over 5 years with Elko New Market Police Department.
(Full-time Apple Valley Police Officer for over 28 years, retired in May 2014; Remains as a part-time police officer for Elko New Market Police Department.)
- Prior K-9 handler (Apple Valley Police Department.)
- Interim Chief of Police in 2009 & 2010 for Elko New Market Police Department.
- Datamaster certified (instrument to run breath alcohol tests.)

Officer John Machaby:



- Police Officer for 6+ years, 9 months with Elko New Market Police Department.
- Part-time officer, also works as a part-time sheriff's deputy for McCleod & Washington Counties.
- Critical Incident Stress Management certified.
- Water & Trails enforcement/education certified.

Records Technician Jane Stone:



No Photo Available

- 11 years of Record Technician experience. She works full-time as a Records Tech for Rice County Sheriff's Office and has worked part-time for the Elko New Market Police Department since 2011.
- Certified as a Records Technician with the MN Bureau of Criminal Apprehension and is the Police Department's "Terminal Agency Coordinator".
- Enters all police reports into the agencies Records Management System.
- Enters all fire/medical reports for the Fire Department.
- Runs all Criminal History Queries for all City departments.



PROJECTS

The improvement of Public Safety facilities was a previous goal that was adopted by the City Council on July 28, 2011.

The first improvement to the Police Department was the completion of the ADA ramps and stairway (pictured to the right).



This was completed in the spring of 2014.



The Police Department garage was constructed and operational in October 2014. Officers are now able to start and end their shift at the Police Department allowing them to be able pick up necessary equipment at the beginning of their shift and

leaving this equipment at the Police Department at the end of their shift for the next officer to use. Posted operational information is also readily accessible and the garage is utilized to serve as a secure Sally Port function. The Sally Port function is important as it provides officer and public safety by allowing officers to escort suspects from inside the garage into the Police Department without having to walk them outside exposing a risk to the officer, suspect and the public.



With the new garage at the Police Department, this has allowed the former police garage to be utilized for other city services such as Public Works and Park & Recreation equipment.



The picture above shows the secured Sally Port which leads into the Police Department.



The picture above is a view from the inside of the garage which has the capacity of parking 4 squad cars.



NOTABLE ACCOMPLISHMENTS & ACTIVITIES

- Staff participated in emergency management table top exercises at the New Prague School District Office. The exercises tested school staff and public safety responder's response to crisis situations in the various schools within the school district. Specific exercise response tested was an "Explosion" response at Eagle View Elementary.
 - Staff purchased 3 new Tasers (X26P) less lethal weapons. The purchase was made because the current Tasers that were being used (X26) are being phased out and by the end 2014 will no longer be able to be serviced if needed. The new X26P are a bit more technologically advanced.
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- Chief Mortenson was invited by the Lakeville Chamber of Commerce/Women of Lakeville Business to attend their quarterly luncheon meeting. Other attendees included the Dakota County Sheriff and chief's and captains from Police Departments in Dakota County. The guest speaker was Chief Harteau from Minneapolis PD.
 - Staff spoke to Students against Drunk Driving (SADD) chapter at Lakeville High School South. The discussion included a preview of the community presentation, "Point of Impact" that was held in Elko New Market on April 24.
 - Chief Mortenson attended the Scott County Board of Commissioners workshop meeting to show and explain support of the new records management system. As mentioned to the City Council in previous reports, this new records management system will replace the existing, outdated operating system that has been used for the past 19 years. This new system will increase efficiency and accuracy in our data retention and better allow information sharing with law enforcement agencies in the county and that use the system statewide. It will also provide more detailed information to officers regarding calls for service received and information on people officers are in contact with. Scott County is funding this entire project with no cost to the cities. The total price for the new system is **\$1,634,000**.

- Staff provided a tour of Eagle View Elementary to Scott County Sheriff's Deputies. The purpose of this is to familiarize deputies with the layout of the school in case deputies have to respond to an emergency. This was the second tour provided during 2013 – 2014 school year.

- Staff attended the annual "Mothers Against Drunk Driving" (MADD) award ceremony. Staff nominated the Shakopee Police Department for the "Outstanding Law Enforcement Agency" award. The Shakopee Police Department has seen a reduction of **57%** in DWI arrests over the past **2** years but an increase of **44%** in taxi services in their community. Shakopee PD won the award.



- Chief Mortenson assisted staff from the Redwood Falls Police Department as a panel member for interviewing applicants for a Patrol Sergeant position.
- Chief Mortenson and Fire Chief Friedges met with Steve Harris, representative of Rosenbauer Firefighting Technology. The purpose of the meeting was to start the process of ordering the new fire trucks (aerial/ladder & tanker truck.) Steve Harris will be working with the Fire Department's committee, specking out the new trucks. Chief Mortenson is assisting Fire Chief Friedges with the process.
- The Police Department ended up with 53 applications for the part-time police officer position. Several of the applicants have current or prior police officer experience. City Administrator Terry & Chief Mortenson reviewed the applications on December 19th. The City Council will be updated as we move forward in the process. Staff requested one council member to participate on the interview panel.
- Staff attended a meeting with ANCOM (squad & portable radio supplier) regarding the programming/updating of the Department's radios per federal government guidelines which is mandated to be in effect, January 2015. Staff was the contact for ANCOM for all programming of radios including all radios used by the Fire Department and Public Works Department. The programming of the radios was completed in October.
- The Police Department's Policy & Procedure was updated including policies on: Body Camera Use, Use of Force and Domestic Abuse Firearm Collection.



TRAINING

The MN Peace Officer Standards & Training Board (POST) requires every officer to complete 48 hours of continuing education every three years in order for an officer to maintain an active peace officer license. Training is necessary and beneficial for an officer to keep updated on current laws, policies & procedures and practices in the law enforcement field.

Below are some of the specific training courses and instruction that officers received in 2014. Officers attended approximately 220 hours of continuing education and training this past year.

- Staff continued utilizing the PATROL On-line training provided by the League of MN Cities. Cost is \$85 a year per officer and covers all mandated training required each year for officers set forth by the MN POST Board and OSHA.
- Staff participated in all yearly mandated training in the areas of Use of Force and Use of Deadly Force. Staff participated with the Scott County Sheriff's Office in these areas.
- Staff participated in the annual Legislative Update training conducted by the Scott County Attorney's Office. This annual training is held in September and covers all new relevant laws pertaining to law enforcement.
- Chief Mortenson attended the annual League of MN Cities conference in Brooklyn Park. Topics discussed were: Solutions to police report writing, police use of squad dash & body cameras, Data Practices, and HR Issues: hiring, firing, and discipline.
- Chief Mortenson attended the annual MN Chiefs of Police Conference which presented information on Leadership qualities.
- Staff completed quarterly firearms training including qualification with handgun and long gun, and low light/cold weather. Staff completed annual Shoot/Don't Shoot – Decision to use Deadly Force at Gander Mountain in the 300 degree simulation room.

- Officer Schroepfer completed training in the operation of the DataMaster which is the instrument used to run alcohol breath tests. He is now a certified operator.



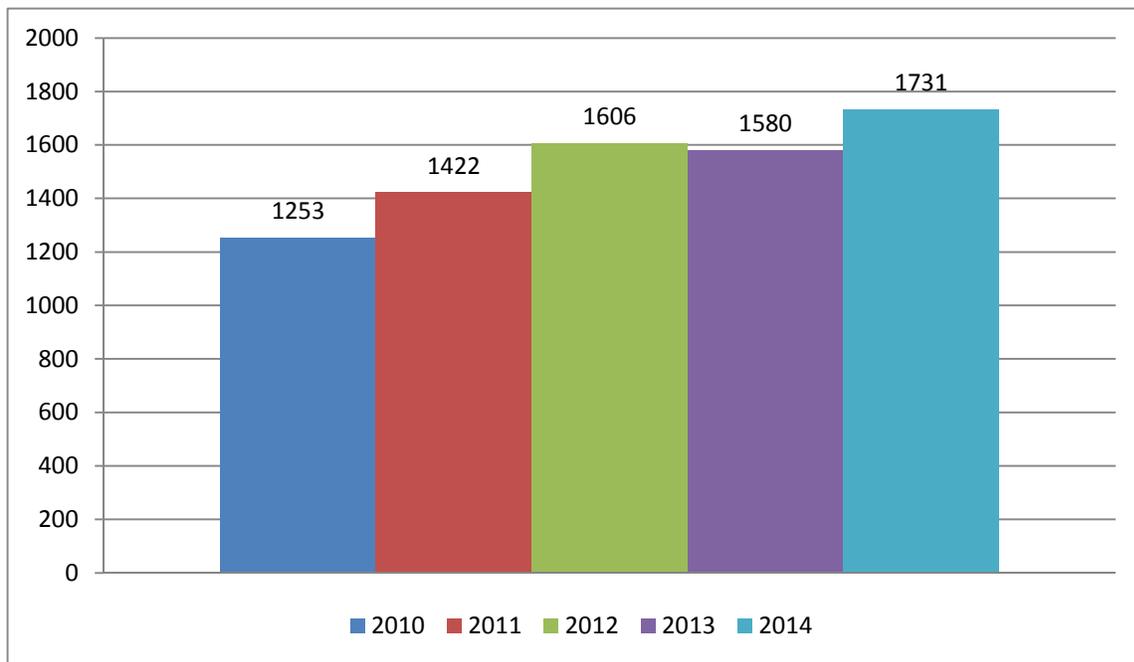
- Officer Schroepfer completed training and is now a certified instructor in the use of Tasers. This will allow him to train the rest of the officers in this area on an annual basis.
- Officer Bell attended several classes in Emergency Management continuing towards his certification as a certified emergency manager in MN. Officer Bell should complete this training and be certified in 2015.
- Staff attended emergency driving training refresher at the MN Safety Highway Center in St. Cloud. This training is mandated by the MN Peace Officer Standards & Training Board (POST) that requires officers to participate in once every 5 years.
- Officers Bell & Schroepfer attended Death Notification training. This instruction taught officers the “tools & tactics” when providing death notifications to family and friends.



Annual Statistics

CALLS FOR SERVICE:

Calls for service include: Part 1 & Part 2 crimes, service calls including: domestics, traffic accidents, alarms, medicals, civil standbys, suspicious activity, and public assists.



Officers have been very vigilant in educating residents to report suspicious activity.

Because of this effort, suspicious activity reporting increased over 50% in 2014 compared to 2013 and was the greatest increase in the category of Calls for Service.

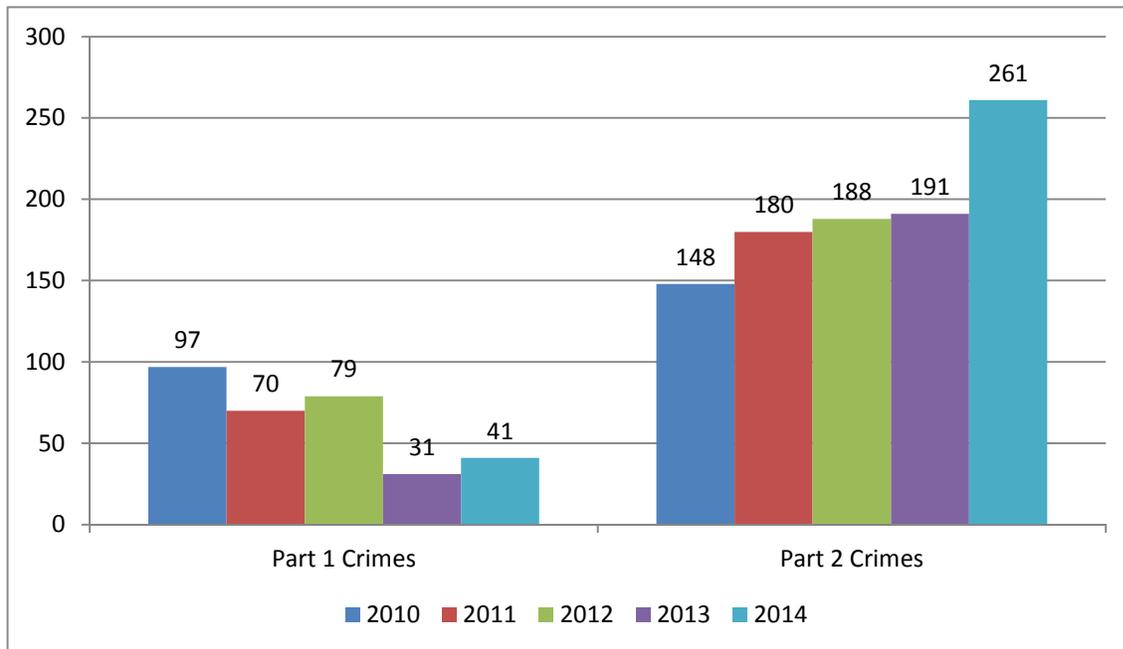
PART 1 & PART 2 CRIMES:

Part 1 crimes

Crimes against Persons – Murder, Sexual Assault, Robbery, Aggravated Assault and Property Crimes – Burglary, Theft & Theft from Motor Vehicle, Auto Theft, and Arson.

Part 2 crimes

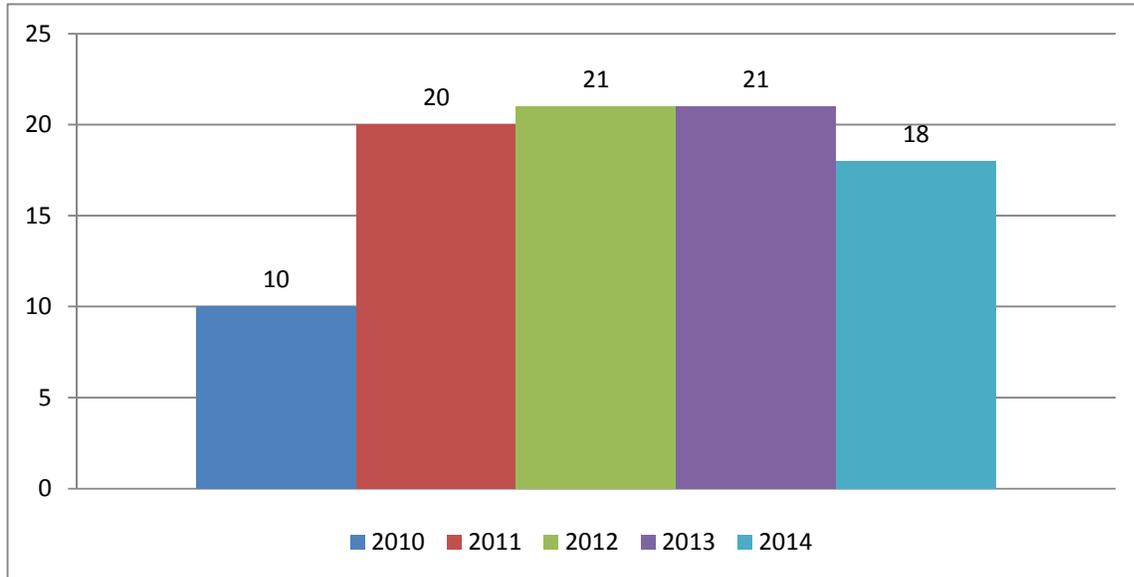
Other Crimes against Persons, Public Disorder Crimes, White Collar Crimes, Weapons Offenses, Stolen Property, and Drug & Alcohol Related Offenses.



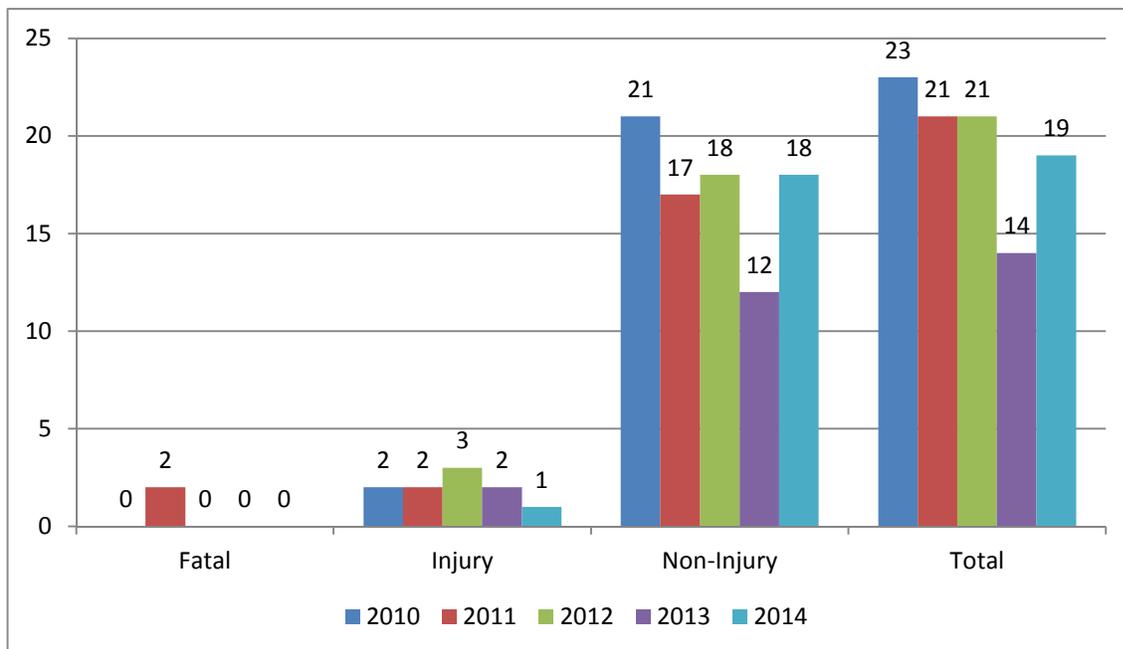
The crime rate increased by 34% in 2014 compared to 2013. The largest increase was in the area of property crimes, specifically with vandalism.

DWI ARRESTS:

DWI arrests have remained relatively the same for the past 4 years. The increase from 2010 to 2011 was mainly due to increased staffing.

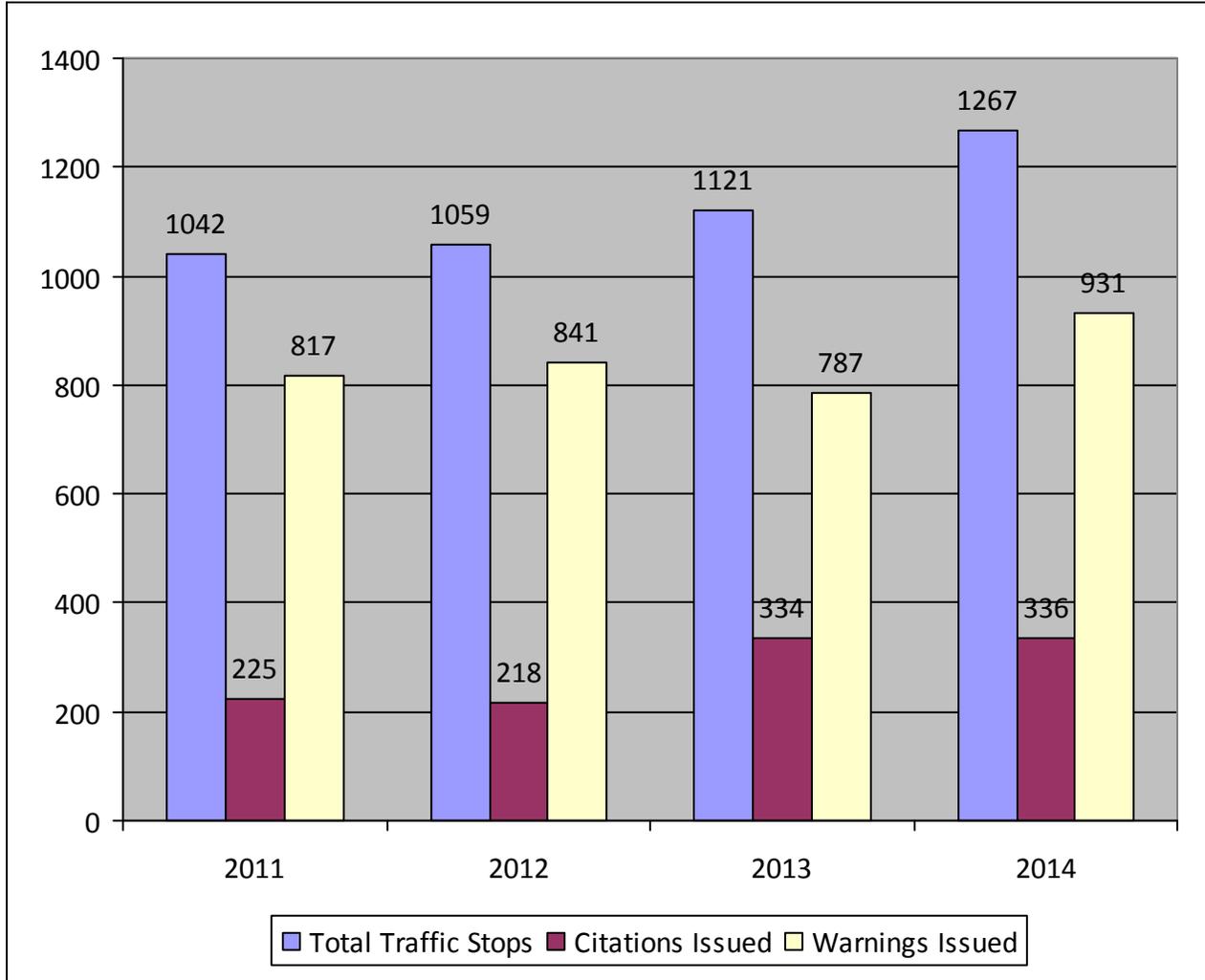


MOTOR VEHICLE ACCIDENTS (Fatal, Injury & Non-Injury):



DWI arrest and traffic crashes are low in the community. The traffic safety educational efforts of the officers are a main reason why Elko New Market remains a safe place to drive.

TOTAL TRAFFIC STOPS (Includes Warnings vs. Citations):

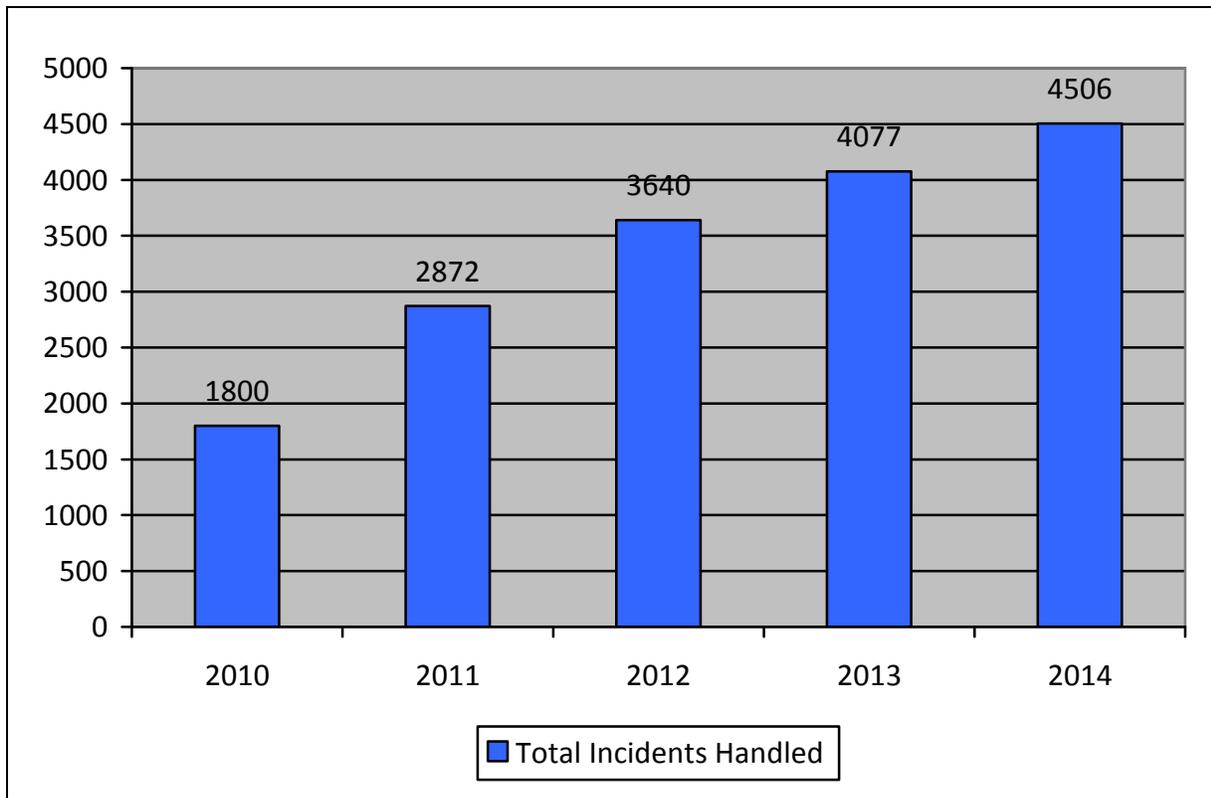


2010 data was not available.

The Police Department's Community Values Based Police Service philosophy is oriented to education. Officers believe that educating the motoring public is at times more effective in promoting good driving behavior than issuing citations. As you can see, only a quarter of traffic stops result in the issuance of a citation.

TOTAL INCIDENTS HANDLED:

This includes calls for service, traffic stops, house checks and extra patrol requests.



Officers handled 12.5% more incidents in 2014 compared to 2013. The areas that had the largest increases were residents requesting house checks and extra patrols. This was an increase of 50%.



Community Value Based Police Service:

The following is a list of Community Value Based Police Service activities that Staff participated in during the past year:



Safety Presentation for Faith Community Church's Vacation Bible School.

Community Presentation "Point of Impact – Teen Driving" that was sponsored by the Elko New Market Area Chamber of Commerce.





Bicycle Safety presentation for students K – 2nd grade at Eagle View Elementary School.

Annual Easter Egg Hunt sponsored by the CCEC.



Annual City Halloween Party sponsored by the CCEC.

Public Safety Day at Elko Speedway.



Award Ceremonies for Student Academic Excellence – Eagle View Elementary.

Fire Rescue Days.



Annual Night to Unite – City Council & Members of the Elko New Market Area Chamber also participated this year!





Officers are requested annually to be judges for the Theresa Marie Drive Neighborhood Ribfest.



The Elko New Market Lion's Club annual "Breakfast with Santa."

Other Community Value Based Police Service events we are involved in include:

- Reading to students at Eagle View Elementary annually for “I Love to Read Month.”
- “Story Time,” reading to children at the Scott County Library.
- Safety Presentations to residents at Market Village.
- Articles written that are included in the City’s monthly newsletter.



GOALS FOR 2015

- Hiring of the 3rd part-time officer and successful field training to perform solo patrol.
- Review the Department's Policy & Procedure manual and update accordingly.
- Review the City's Emergency Operations Plan and update accordingly.
- Continue our partnership & cooperation with the Elko New Market Area Chamber of Commerce.
- Enhance our Community Values Based Police Service by actively participating in community presentations and events.
- Emergency Management training exercises involving staff from the Fire Department, Police Department and City Administration staff in cooperation with staff from the Scott County Emergency Management Department.
- Complete Phase 3 of the Police Department: Tuck Pointing the brick on the building and asphaltting the parking lot.