

COMMUNITY PROTECTION & SERVICES COMMITTEE

July 12, 2018

A meeting of the Community Protection & Services Committee was called to order at 4:30 p.m. by Chairperson Allmann in the Council Chambers, City Hall. **Roll Call:** Members Ms. Allmann, Ms. Catarozoli and Mr. Wiederanders were present. City staff present included City Administrator Josh VanLieshout, Chief Arleigh Porter and Jim Stawicki. Also present was Alderperson Ward.

Moved by Ms. Catarozoli, seconded by Mr. Wiederanders to adopt the agenda:

1. Roll call
2. Adoption of agenda
3. Discussion of: Community Service Officer
4. Consideration of: Street Light Policy
5. Discussion of: Ethics Code
6. Public Comment on Non-Agenda Items
7. Adjourn

Community Service Officer (CSO) Presentation

Chief Arleigh Porter and CSO Selene Day spoke to the committee about the CSO program. The program began in 2010, and was implemented by Officer Steve South. The police department was 1 of 28 communities that received a \$25,000 program start-up grant. After the first year, the Council thought the program valuable and decided to fund it at \$20,000 per year.

The CSO program has become like a feeder program into full-time law enforcement work, as a number of our CSO's have gotten positions. Those hired as CSO's are either enrolled in a law enforcement program or have recently graduated from one.

Responsibilities of the CSO's include, but are not limited to: security checks, local ordinance enforcement, animal complaints, animal welfare checks, animal bites, liaison between agencies, assist officers, special events, community event involvement, traffic control, security, property maintenance and deliver paperwork; the CSO's can also cover the office front desk. They also attend trainings and seminars.

Deciding whether a CSO or an officer responds to a call is determined in Dispatch. Communication between the officers and the CSO is constant. If an officer assistance is needed, they are radioed to respond.

The CSO's work varied hours. The schedule is flexible. They are not assigned shifts, but develop their schedule accordingly.

CSO's work with the community. Local ordinance enforcement is mainly complaint driven. They issue warnings to those who are non-compliant, conduct follow-up and issue ordinance violation citations when deemed appropriate. Most of the time people understand, comply and work well with the CSO.

Street Light Policy

David Ward, District 3: 1811 Memorial Drive, Sturgeon Bay, WI

Mr. Ward has been contacted by constituents from the subdivision off Claybanks Road requesting placement of street lights. Three lights had been removed as part of a street light removal project with the City; there is now concern with how dark it is without the lights.

Ms. Allmann asked if it would be possible to have residents put up their own lighting; or look into having the City place the lights back up. Mr. VanLieshout stated Sturgeon Bay Utilities owns the lights, the City pays for the energy cost and maintenance.

Mr. Stawicki spoke; in 2010 the City looked into ways to save money and street light removal seemed to be an option. Between 2011 and 2012 there were 250 street lights removed from the City. The cost to re-install street lights in the area being discussed would be \$7,000 to \$10,000 because of the land being so wet and sitting low.

Mr. Stawicki offered up alternatives including placing a transformer in the middle of the blocks for access to power; or the use of solar powered street lights, in which he was willing to research. Using new technologies was definitely an interest with the Committee.

Ms. Allmann suggested having a policy written considering street light placement. Mr. Stawicki was in favor of the idea, and stated he will look into writing it.

Moved by Ms. Catarozoli, seconded by Ms. Allmann that Jim Stawicki of Sturgeon Bay Utilities construct and write a street light policy for the next meeting. All ayes. Carried.

Ethics Code

Mr. VanLieshout reached out to the developer of the City of Green Bay's Code of Conduct. A handout was given to the Committee to work off. The Committee discussed by section and took notes.

Section One: leave alone for now.

Section Two: use of formalities; debate ideas, not people; the chairperson is to maintain order, avoid cross-talk, follow rules of order, do not interrupt, be succinct,

Section Three: do not attack and employee publically or privately; do not supersede department heads in assigning tasks, follow the chain of command, let professional staff make recommendations to Council and the Council will discuss; do not ask staff for personal favors; place language in the code that deals with harassment from elected officials in open and closed sessions by other elected officials.

Section Four: only action of the Council can bind the City, not individual members.

Section Five: leave alone for now.

Section Six: leave alone for now.

Section Seven: leave alone for now.

Ms. Allmann requested of Mr. VanLieshout to ask the attorney if it would be a good idea to have the public able to tap into the code.

It was asked who can utilize the code; just Council or the public too. The Committee stated it should not be used as a weapon, instead it shall reflect the value and morals of the Council. It shall also be looked as a threshold for considering a complaint.

Public Comment on Non-Agenda Items

No public comment.

Moved by Ms. Catarozoli, seconded by Mr. Wiederanders, to adjourn the meeting of the Community Protection Services Committee. All ayes. Carried. The meeting was adjourned at 6:48 p.m.

Respectfully submitted,

Sarah Spude-Olson
Police Department
Administrative Office Manager