



136 N. MONROE STREET, WATERLOO, WI 53594
PHONE (920) 478-3025
EMAIL cityhall@waterloowi.us
FAX (920) 478-2021

**CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, July 17, 2014
7:00 p.m.**

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF MEETING MINUTES: July 3, 2014
3. CITIZEN INPUT
4. CONSENT AGENDA ITEMS
 - a. Reports Of City Officials & Contract Service Providers
 - i. Waterloo Active Fire Department For May & June 2014
 - ii. Building Inspector - Building, Plumbing, And Electrical Permits For June 2014
 - iii. Public Works Director Gary Yerges For June 2014
 - iv. Police Chief Denis Sorenson For June 2014
 - v. Library Director Kelli Mountford For June 2014
 - vi. Waterloo Water & Light Commission – July 1, 2014
 - vii. Watertown Humane Society For June 2014
5. COMMITTEES, COMMISSIONS & BOARDS – RECOMMENDATIONS AND REPORTS
 - a. Finance, Insurance & Personnel Committee: Reports Of The Clerk/Treasurer
 - i. Payroll For May - \$66,297.75
 - ii. Pay Vouchers – June 20, 2014 Through July 17, 2014
 - iii. Treasurer's Report & Budget Reports For June, 2014
 - b. Public Safety & Health Committee: Ordinance 2014-06 Creating Chapter 126-8 Keeping of Vietnamese Potbellied Pigs
6. NEW BUSINESS
 - a. 2013 Municipal Audit: Financial Statements And Communications – Baker Tilly Staff Review
 - b. 2012 & 2013 Waterloo Water And Light Commission Financial Statements And Communications – Baker Tilly Staff Review
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Wisconsin Public Power Inc. President/CEO Mike Peters – Presentation, August 7, 2014
8. ADJOURNMENT

Morton Hansen
Clerk/Treasurer

Morton Hansen

Posted and Emailed: July 14, 2014

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

Minutes of Municipal Committees, Commissions and Boards Attached

- Community Development Authority: 1/21/14; 2/18/24; 3/18/14; 4/15/14; 6/4/14; 6/26/14
- Plan Commission: 5/27/14
- Public Safety and Health Committee: 5/5/14
- CATV Regulatory Board: 5/28/14; 6/11/14; 6/16/14
- Parks Commission: 6/17/14



**WATERLOO FIRE & RESCUE
900 INDUSTRIAL LANE
WATERLOO, WISCONSIN 53594**



Thursday May 1st, 2014

On Monday April 14th, 2014 we had our monthly EMS training. Some of our members had gone to a WEMSA convention and when they go to a convention they need to bring something back and let the rest of the membership what they had learned. The 1st member had made a presentation about farm accidents and what new equipment is out there to better help with those types of emergencies. The 2nd member had a presentation of tactical EMS, this is when there is a high potential of getting injured due to a shooting or a riot. The 3rd member had spoken about getting in trouble with EMS. This was about documentation of the emergency call, making sure you put as much information in the reports so if needed to go to court. We also went over FETN, FETN is an online training site that we offer to the members for extra training and they have to start completing a training once a month with also coming to the training nights. The last part was our drivers went out and trained on evasive maneuvers and backing skills.

On Monday April 21st, 2014 we had our monthly Fire training. We trained on hydrant hook-ups, this is a timed training. We used both of our engines test the members on how quickly and efficient they were at hooking up to the hydrant. The training only allows 2 minutes to get the hydrant hooked up and flowing water without any problems. This training relays' on communication and teamwork.

On every EMS call we send out a survey card to help improve our service, we have put together the 2013 survey and here are the results.

Rate & Response – Fair 3, Good 12 & Excellent 48

Members Concern/Attitude – Fair 0, Good 12 & Excellent 51

Members Knowledge – Fair 1, Good 16 & Excellent 46

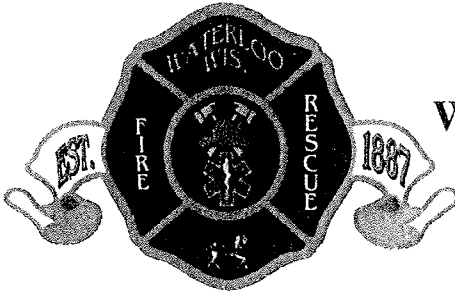
Members Professionalism – Fair 0, Good 10 & Excellent 53

Quality of Service – Fair 0, Good 8 & Excellent 55

Also there is a spot for comments or improvements:

1. You were perfect
2. Can't think of a darn thing
3. Continue good services, Thanks with a smiley face
4. Keep up the good work
5. It hurt when they put the IV in.
6. Thank you
7. Smile
8. Nothing. People were so good and polite made my spouse comfortable & not scared
9. Thanks to all who helped my child, they are much better
10. Not a thing. Thank you so much. God bless all of you

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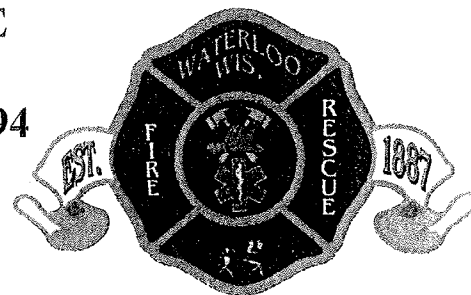
11. Jason & Eric were very kind & compassionate & gave excellent care to me. Thank you
thank you thank you
12. Everything was great and thank you for coming
13. First responders were very fast! Made me feel much better. Great team! Thank you with a
smiley face
14. Everyone taking care of my spouse was very professional. Thank you
15. Your service was wonderful for my spouse. He got to the hospital in time to receive TPA.
God Bless you for your wonderful work.
16. Everyone was fantastic. Thanks so much with a smiley face
17. Response time seemed long over 11 mins. EMT's were all very good to my child &
myself. Thank you!! Keep up the great job.
18. Thank you very much.
19. A very large smiley face
20. Everyone did their best. God bless Fire & Rescue what we do without them
21. Thanks for everything
22. Thanks Wes
23. Nothing keep on doing the way you are all doing.
24. Keep up the good work & thank you for being there for us with a smiley face
25. Hurry & get your new rescue unit – it was a very bumpy ride! LOL! You all were great.
Thank you

Sincerely,

Chief Vern Butzine
Waterloo Fire Department
900 Industrial Ln.
Waterloo WI 53594
920-478-2535
admin@waterloofd.com



WATERLOO FIRE & RESCUE
900 INDUSTRIAL LANE
WATERLOO, WISCONSIN 53594



Department Activity Report – April 2014
Call Report for the month of April

EMS Calls:

City of Waterloo	10
Township of Waterloo	3
Township of Milford	1
Township of Portland	2
Mutual Aid for Watertown	1

Total EMS **17**

EMS & Fire Accidents Calls:

City of Waterloo	1
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Total MVA **1**

False Alarms:

City Of Waterloo	1
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Fire Calls:

City of Waterloo	2
Township of Waterloo	1
Township of Portland	2
Mutual Aid for Watertown	3
Mutual Aid for Lake Mills	1
Mutual Aid for Reeseville	3
Mutual Aid for Columbus	1

Hazardous Condition:

City of Waterloo	2
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Weather Related Calls:

Waterloo Fire District	0
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Good Intent:

City of Waterloo	0
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Total Fire **16**

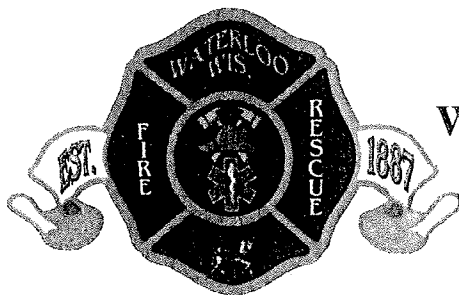
April Total **34**

Year totals:

Fire (Structure, Wild land, Motor Vehicle)	21
Rescue/EMS	82
Hazardous Conditions (No Fire)	5
Good Intent Calls	0
False Alarm or Call	3
Motor Vehicle Accidents	4
Weather Related Calls	0

Up to Date Total **115**

Up to Date Total Personnel Response:	742	(for the month): 248
Up to Date Year Response Time (All Incidents)	758	
(From 1 st page to enroute times)		average 6.4 min (for the month)
Up to Date Minutes Spent Responding	434	
(Enroute time to on scene time)		average 4.3 min (for the month)



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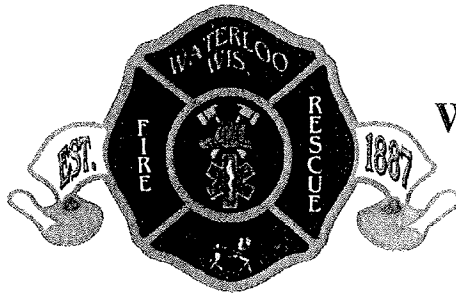
Monday June 2nd, 2014

On May 12th, 2014 we had our monthly EMS training. We had three scenarios. The first one was a motorcycle accident. We had some of our family members come down that drive motorcycles to participate in this scenario. The crews had to determine if Med Flight was needed and what to do with their injuries. The second scenario was a bicycle accident. One of our member's child was willing to come down with his bike and act like he was in an accident and get splinted and longboarded. The crews had to keep the child calm and take care of the injuries. We also had to try to assist in trying to get ahold of the parents. The third scenario was heroin overdose. Heroin is one of the most used drugs at this time and yes it is in and around Waterloo. Our department is in a program where our EMT's can administer the medication Narcan to counteract with heroin before the AEMT only could administer by IV. There have been many cases in Jefferson and Dodge County with heroin overdoses.

On May 19th, 2014 we had our monthly Fire training. We had two different stations. The first one was a video on Rapid Intervention teams and the rapid growth of fire. The Rapid Intervention Team is about being proactive and being ready. RIT is a team that is set up if a firefighter would get trapped in a structure. Being proactive is making sure when RIT is assigned that they have all the tools they need, making sure that all equipment is set up and ready to use and keeping up with the fire scene. The second station was ladders. With this training we have our splash tower that we use for this training. The members need to place the ladder to the building in a timely manner and which ladder to use. They also went through a window rescue to remove a patient out of the window.

Sincerely,

Chief Vern Butzine
Waterloo Fire Department
900 Industrial Ln.
Waterloo WI 53594
920-478-2535
admin@waterloofd.com



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WATERLOO, WISCONSIN 53594**



Department Activity Report – May 2014
Call Report for the month of May

EMS Calls:

City of Waterloo	22
Township of Portland	2

Total EMS 24

EMS & Fire Accidents Calls:

City of Waterloo	1
Township of Portland	1

Total MVA 2

False Alarms:

City Of Waterloo	0
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Fire Calls:

City of Waterloo	0
Township of Portland	3
Mutual Aid for Marshall	1

Hazardous Condition:

City of Waterloo	1
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Weather Related Calls:

Waterloo Fire District	0
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Good Intent:

City of Waterloo	1
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Total Fire 6

May Total 32

Year totals:

Fire (Structure, Wild land, Motor Vehicle)	25
Rescue/EMS	106
Hazardous Conditions (No Fire)	6
Good Intent Calls	1
False Alarm or Call	3
Motor Vehicle Accidents	6
Weather Related Calls	0

Up to Date Total	147
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Up to Date Total Personnel Response: 928 (for the month): 186

Up to Date Year Response Time (All Incidents) 987

(From 1st page to enroute times) average 7.1 min (for the month)

Up to Date Minutes Spent Responding 573

(Enroute time to on scene time) average 4.3 min (for the month)



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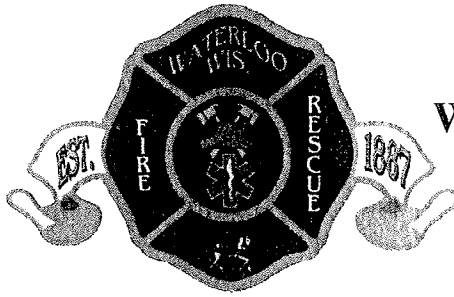
Tuesday July 1st, 2014

On June 9th, 2014 we had our monthly EMS training. We trained on medical emergencies. We had three scenarios which were out around in the city. We try to make it realistic so the training is not just in a classroom setting. Our first scenario was cardiac problem. The crew needs to identify what the problem is and treat the cardiac symptoms appropriately. The second scenario was allergic reaction. Coming into the season of the bees and other potential allergies the crew needs to act fast and treat quickly for some of these patients. The third scenario was diabetic. With the heat and doing activities outside patients can lose track of their blood sugar quickly. With this we need to access quick and treat accordingly.

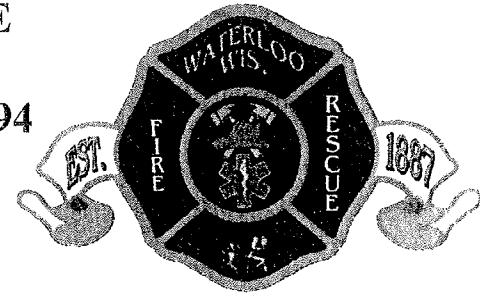
On June 16th, 2014 we had our monthly Fire training. The one station was for the Engine Operators, which was a rural operation training. The operator had to get it set up, give the firefighters water, draft out of the port-o-tank and then with the second port-o-tank had to siphon to the main port-o-tank. The second station was ladder operations in which they have to decide which ladder they need and place it properly. The other part of the ladder operations removing a firefighter from the window. The third station was window bailouts, which training a firefighter survival technique. We train on how to get out of a second story window or higher safely.

Sincerely,

Chief Vern Butzine
Waterloo Fire Department
900 Industrial Ln.
Waterloo WI 53594
920-478-2535
admin@waterloofd.com



WATERLOO FIRE & RESCUE
900 INDUSTRIAL LANE
WATERLOO, WISCONSIN 53594



Department Activity Report – June 2014
Call Report for the month of June

EMS Calls:

City of Waterloo	10
Township of Portland	1
Mutual Aid for Marshall	1

Total EMS 12

EMS & Fire Accidents Calls:

City of Waterloo	1
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Total MVA 1

False Alarms:

City Of Waterloo	1
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Fire Calls:

City of Waterloo	2
Mutual Aid for Reeseville	1

Hazardous Condition:

City of Waterloo	2
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Weather Related Calls:

Waterloo Fire District	1
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Good Intent:

City of Waterloo	1
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Total Fire 8

June Total 21

Year totals:

Fire (Structure, Wild land, Motor Vehicle)	28
Rescue/EMS	118
Hazardous Conditions (No Fire)	8
Good Intent Calls	2
False Alarm or Call	4
Motor Vehicle Accidents	7
Weather Related Calls	1

Up to Date Total 168

Up to Date Total Personnel Response: 1071 (for the month): 143

Up to Date Year Response Time (All Incidents) 1091

(From 1st page to enroute times) average 4.9 min (for the month)

Up to Date Minutes Spent Responding 643

(Enroute time to on scene time) average 3.3 min (for the month)



Independent Inspections, Ltd
 W241 S4135 Pine Hollow Court
 Waukesha WI 53189

RECEIVED
 JUN 30 2014
 CITY OF WATERLOO

Invoice	308601
Date	6/30/2014
Page	1
Due Date	7/15/2014

Bill To:

ATTN: ACCOUNTS PAYABLE
 CITY OF WATERLOO
 136 N MONROE STREET
 WATERLOO WI 53594-1198

Please Remit To:

Independent Inspections, Ltd
 W241 S4135 Pine Hollow Court
 Waukesha WI 53189

Customer ID	Payment Terms				
WATE10	Net 15				

Description	Gross Fees	Retainage	Amount Due						
Permits for June 2014	\$485.00	\$194.00	\$291.00						
<table border="1"> <tr> <td colspan="2">REC'D 07/03/2014</td> </tr> <tr> <td>RECEIPT #30544</td> <td></td> </tr> <tr> <td>\$ 485.00</td> <td></td> </tr> </table>				REC'D 07/03/2014		RECEIPT #30544		\$ 485.00	
REC'D 07/03/2014									
RECEIPT #30544									
\$ 485.00									
BUILDING PERMITS	\$ 285.00								
ELECTRICAL PERMITS	\$ 95.00								
PLUMBING PERMITS	\$ 45.00								
HVAC PERMITS	\$ 60.00								
OCCUPANCY PERMITS	\$ -								
EROSION CONTROL	\$ -								
BUILDING PERMIT SEALS	\$ -								
REINSPECT FEE	\$ -								
O.S. SEWER	\$ -								
TOTALS	\$ 485.00								

Subtotal	\$291.00
Misc	\$0.00
Total	\$291.00

Independent Inspections, Ltd.

Billing Recap

From: 06/01/2014 To 06/30/2014

City of Waterloo (C)

<i>Permit No.</i>	<i>Permit Type</i>	<i>Project Description</i>	<i>Contractor Name</i>	<i>Owner's Name</i>	<i>Project Address</i>	<i>Permit Fee</i>	<i>WI Seal</i>	<i>Admin Fee</i>	<i>Other Fee</i>	<i>Deposit Fee</i>	<i>Total Fee</i>
0028-14-06-0	HVAC	RMI-AC/FURNACE	HIGH TECH HTG	LEISTICO, JEFF	336 VAN BUREN ST	60.00		0.00			60.00
0029-14-06-0	BLDG	ALT-KITCHEN	MISTY RIVER WO	BRADEN, HOME	623 W INDIAN HILLS DR	150.00		0.00			150.00
0029-14-06-0	ELEC	ALT-KITCHEN	EVERYTHING ELE	BRADEN, HOME	623 W INDIAN HILLS DR	45.00		0.00			45.00
0029-14-06-0	PLMB	ALT-KITCHEN	USELMAN PLMB	BRADEN, HOME	623 W INDIAN HILLS DR	45.00		0.00			45.00
0030-14-06-0	BLDG	FENCE	OWNER	WAGNER, BRIAN	449 TAYLOR ST	45.00		0.00			45.00
0031-14-06-0	BLDG	SHED	OWNER	SMITH, BRAD &	264 GOEHL RD	45.00		0.00			45.00
0032-14-06-0	BLDG	TEMP WHEELCHAIR RAMP	M & B REMODELIN	SULLIVAN, LYNN	386 JEFFERSON ST	45.00		0.00			45.00
0033-14-06-0	ELEC	CHURCH TEMP SERVICE/CONSTR TRAILER TEMP SERVICE	ACTION PLMB & H	CORNERSTONE	550 PORTLAND RD	50.00		0.00			50.00
Total Fees for the City of Waterloo (C):						485.00	0.00	0.00	0.00	0.00	485.00



Independent Inspections, Ltd
 W241 S4135 Pine Hollow Court
 Waukesha WI 53189

Invoice	308602
Date	6/30/2014
Page	1
Due Date	7/15/2014

RECEIVED
 JUN 30 2014
 CITY OF WATERLOO

Bill To:

Please Remit To:

ATTN: ACCOUNTS PAYABLE
 CITY OF WATERLOO - HRLY
 136 N MONROE STREET
 WATERLOO WI 53594-1198

Independent Inspections, Ltd
 W241 S4135 Pine Hollow Court
 Waukesha WI 53189

Customer ID	Payment Terms				
WATE11	Net 15				
Description	Gross Fees	Retainage	Amount Due		
Permits for June 2014	\$112.50		\$112.50		
			Subtotal	\$112.50	
			Misc	\$0.00	
			Total	\$112.50	

Independent Inspections, Ltd.

Billing
From: 06/01/2014 To 06/30/2014

City of WATERLOO (C)- HOURLY \$45/HR

<i>Permit No.</i>	<i>Permit Type</i>	<i>Project</i>	<i>Contr/Agent</i>	<i>Owner</i>	<i>Project Address</i>	<i>Permit</i>	<i>WI</i>	<i>Admin Fee</i>	<i>Other Fee</i>	<i>Deposit Fee</i>	<i>Total Fee</i>
2014-06-06-1	HRLY	PROPERTY MAINTENANCE LTR	W PROCESSING	WURST, KENNETH	255 BOORMAN ST	22.50		0.00			22.50
2014-06-06-0	HRLY	NON COMPLIANCE LTR	W PROCESSING	KNAPTON, DANIEL	258 W POLK ST	22.50		0.00			22.50
2014-06-18-0	HRLY	PROPERTY MAINTENANCE	C BUTSCHKE	WURST, KENNETH	255 BOORMAN ST	45.00		0.00			45.00
2014-06-19-0	HRLY	NON COMPLIANCE LTR	W PROCESSING	WURST, KENNETH	255 BOORMAN ST	22.50		0.00			22.50
Total Fees for the City of WATERLOO (C)- HOURLY \$45/HR:						112.50	0.00	0.00	0.00	0.00	112.50

MACHINERY AND EQUIPMENT

June 2014

544 H ENDLOADER	Changed oil filters	Start	End	Total
		1,437	1,462	25
		Fuel Used	GPH	
		37	1.5	
JOHN DEERE TRACTOR	General Maintenance	START	END	TOTAL
		3,690	3,749	59
		FUEL USED	GPH	
		73	1.2	
WOOD CHIPPER	General Maintenance	START	END	TOTAL
		1,418	1,445	27
		FUEL USED	GPH	
		64	2.4	
2520 John Deere TRACTOR	General Maintenance	START	END	TOTAL
		268 / 62	292 / 69	24 / 7
X750 TRACTOR		FUEL USED	TOTAL	
		24 / 7	1 / 1	
X750 JOHN DEERE	General Maintenance	START	END	TOTAL
		31	94	63
		FUEL USED	GPH	
		63	1	
WACKER ROLLER	General Maintenance	START	END	TOTAL
		284	290	6
		FUEL USED	GPH	
		6	1	
2010 INTERNATIONAL TRUCK #1	General Maintenance	START	END	TOTAL
		11,645	11,799	154
		FUEL USED	MPG	
		38	4	
2004 FREIGHTLINE TRUCK #2	General Maintenance	START	END	TOTAL
		33,072	33,072	0
		FUEL USED	MPG	
		0	0	
2004 INTERNATIONAL TRUCK #3	General Maintenance	START	END	TOTAL
		1,433	1,434	1
		FUEL USED	GPH	
		2	2	
2011		START	END	TOTAL
		12,715	13,086	371

FORD F-550	Changed oil filter	FUEL USED		MPG
		82		4.5
2008 INTERNATIONAL TRUCK #5	General Maintenance	START	END	TOTAL
		14,972	14,972	0
		FUEL USED		MPG
		0		0
1991 ELGIN PELICAN STREET SWEEPER	General Maintenance	START	END	TOTAL
		10,588	10,658	70
		FUEL USED		GPH
		27		2.5
2006 CHEVEROLET TRUCK #4	General Maintenance	START	END	TOTAL
		57,637	58,240	603
		FUEL USED		GPH
		67		9

June 2014

	NO.OF LOADS	NO OF YARDS
NUMBER OF LOADS TAKEN TO THE LANDFILL	1	
NUMBER OF LOADS OF COMPOST MATERIALS COLLECTED	0	0
NUMBER OF LOADS OF WOOD CHIPS COLLECTED CURBSIDE	6	48

Miscellaneous Items

June 2014
MONTHLY HOURS FOR EACH EMPLOYEE

	GARY	JEFF	CHAD	BRIAN		OT HOURS	TOTAL HOURS
ON CALL	0	4	0	0		0	4
MUNICIPAL BUILDING	0	7	5	1		0	13
WARMING HOUSE	0	.5	.5	0		0	1
POLICE ADMINISTRATION	0	.5	.5	0		0	1
FIRE DEPARTMENT	3	4.5	7.5	0		0	15
COMMUNITY BUILDING	0	0	0	0		0	0
VACATION	73	20	1	1		0	95
BEREAVMENT	0	0	0	0		0	0
HOLIDAY	8	8	8	8		0	24
SICK LEAVE	1.5	2.5	9	26		0	39
MACHINERY / EQUIPMENT	14	19.5	10	13.5		0	57
GARAGE / SHED	18.5	5	7	0		0	30.5
Meeting/Seminars	2	.5	0	0		2.5	2.5
	0						
STREET REPAIR AND MAINTENANCE	23	29	20	12.5		0	84.5
STREET CLEANING	0	0	0	17		0	17
Snow/ice	0	0	0	0		0	0
	0	0	0	0			
STORM SEWER	0	0	4	0		0	4
TRAFFIC CONTROL	2.5	10	7	0		0	19.5
BRIDGES / CULVERTS	0	0	0	0		0	0
TREE / BRUSH	4.5	13.5	43.5	30.5		0	92
REFUSE COLLECTION	17	15.5	14.5	4.5		0	51.5
SANITARY SEWER	0	0	0	0		0	0
INSECT CONTROL	0	0	0	0		0	0
ANIMAL CONTROL	0	0	.5	0		0	.5

CEMETERY	0	5	6.5	0		0	11.5
LIBRARY	2	17.5	18.5	1.5		0	39.5
PARKS	44	53	48	26.5		0	171.5
CELEBRATIONS ENTERTAINMENT	0	0	0	0		0	0
WINTER RECREATION	0	0	0	0		0	0
WEED CONTROL	0	0	0	0		0	0

WATERLOO POLICE DEPARTMENT

Report For Month Of June 2014

COMPLAINTS

Family:	2
Off Road Vehicles:	0
Vandalism:	2
Minor Theft - Less Than \$500:	7
Major Theft - More Than \$500:	0
Burglary:	1
Doors Found Open:	13
Animal Case:	16
Late Bar Closing:	0
Alarms:	3
Lous Music/Parties:	1
Tavern Complaints:	0
Prowler Complaints:	2
Battery To Person:	0
Domestic Abuse:	0
Sexual Assault:	0
Runaways:	0
Worthless Checks:	0
All Other Complaints:	35
TOTAL COMPLAINTS	82

INQUIRIES/CHECKS

Registration Checks:	485
Drivers License Checks:	225
NCIC/CIB/VIN Checks:	12
Check Welfare:	0
TOTAL INQUIRIES/CHECKS	722

ACCIDENTS

More Than \$1,000:	1
Less Than \$1,000:	1
Pedestrian Accidents:	0
Bicycle Accidents:	0
Victims Injured:	0
Victims Killed:	0
TOTAL ACCIDENTS	2

ASSISTS

Assist Jefferson County:	4
Assist Dodge County:	2
Assist Dane County:	2
Assist Marshall Police:	4
Assist Fire/Rescue:	15
Assist Other Agencies:	8
Assist Public:	114
Assist With Escort:	0
Assist All Other:	4
TOTAL ASSISTS	153

MISCELLANEOUS

Investigations/Followups:	86
Traffic Control:	6
Radar Operations:	111
Special Assignment:	3
Speech/Presentations:	0
Serve Papers:	1
Other Miscellaneous:	0
TOTAL MISCELLANEOUS	207