

Annual Report



2011

**SHERBURN/WELCOME
POLICE DEPARTMENT**

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To the Sherburn and Welcome City Councils:

Enclosed is the 2011 Annual Report for the Sherburn/Welcome Police Department. The information provided in this report will give you an overview of the activities that the department was involved in over the last year as well as a comparison to 2010 and 2009.

Calls for Service

The department logged 1,313 calls for service in 2011. This was slightly lower than in 2010 but was significantly higher than 2009. Throughout most of the year, we were running at a higher call volume than any prior year and only dropped off during the last two months of 2011. Due to a mild winter with virtually no snow or other weather issues, the department did not deal with the usual number of traffic issues that we generally have in November and December. Had this winter been similar to 2010 and 2009, I am confident that our totals would have been much higher.

The types of calls remained relatively level when comparing to previous years. The number of calls in Sherburn as compared to Welcome also maintained the same average with approximately 660 calls in Sherburn and 450 calls in Welcome. We also assisted with calls in between the two communities as we always have. These assists are provided to the Sheriff's Office as well as Sherburn and Welcome Fire Departments.

Vehicles

The department logged 57,476 miles in 2011. These miles were split among three vehicles. Currently, we have a 2007 Crown Victoria, a 2009 Crown Victoria and a 2011 Crown Victoria. The 2011 was put into service on January 16, 2011. The department is replacing the

2007 Crown Victoria this year with a new Ford Utility vehicle. This will be the department's first four-wheel drive vehicle and will be very useful when winter weather makes driving more difficult. In the past, there have been times when officers have had to use their own vehicles to respond to call because the Crown Victoria could not make it through the snow. This created a safety issue for the officers as well as a liability for the department. The vehicle should be delivered and available later in 2012.

Personnel

The department went through a few changes in personnel in 2011. Officer Barnett moved back to Rochester early in 2011. While he is still on the roster for the department, he has not worked for the department since the first half of 2011. The department added two new part-time officers to our roster. Officer Joshua Walker was hired in May and Officer Joshua Nelson was hired in October.

Officer Walker currently lives in the Vernon Center area and also works for the Trimont and Truman Police Departments. Officer Nelson is originally from this area and is also employed by the Trimont Police Department and the Martin County Sheriff's Office. Both officers have been doing an excellent job when they fill in for the department.

Training

The department collectively logged 140 hours of training throughout the year. I attended a BCA Management Series that was held in St. Paul at the BCA headquarters. This program consisted of nine separate courses and took most of the year to complete. I received the certification during the first week in December. The next program in the management series will begin later in 2012, but will take longer to complete. There were several excellent courses in the first program and I gained much useful information from attending the series.

The department also continues with the annual firearms training that is required by the P.O.S.T. Board. This was completed in April and November. Officer Keithahn still acts as the department's firearms instructor.

The department started a new form of training in 2011. In January, each officer was enrolled in a program called *PATROL*. *PATROL* is on-line continuing education courses that allow the officer to obtain P.O.S.T credits for an hour long course that they can take during down time while they are working. This program is very cost effective as there is not travel time and the officers take this training while they are working, so overtime is eliminated. Approximately 40 hours of *PATROL* training was completed by the officers which counts towards the mandatory 48 hours each officer is required to get every three years.

Policy Book and Forms

The police department's Policy and Procedures Manual was reviewed and revised in April and May of 2011. This is done every other year to ensure that the policies that are in place are up to date and modified as needed. The entire policy book is now provided to each officer on a USB drive rather than in paper form. This allows the officer to access the information from any computer rather than having to return to the office to look it up. All of the forms that are needed by the department have also been transferred to the USB drive rather than keeping them in a file cabinet. Officers can now print forms out in the field if needed rather than having to return to the office to get the form and then going back to the scene. This will become even more convenient when the printers are installed in the cars later in 2012.

Department Web-site

In October of 2011, the police department web-site was put into operation. The web-site has a large amount of information available to the public. Monthly and Yearly department reports are published as well as information about the officers, ordinance information and links to other web-sites. If you haven't had a chance to look at the web-site, please visit www.sherburnwelcomepolice.org.

Activities

The department put on the law enforcement week event at the Martin County West Elementary School in Sherburn. This year the event was held on May 6th and our focus this year was on the military personnel from the area who were getting ready to deploy to Kuwait.

The soldiers brought several of their military vehicles and other equipment that they use to show to the students. Also present were representatives of each law enforcement agency in the county including Officer Sanow from the Fairmont Police Department. Officer Sanow was the officer who was shot during the house fire in Fairmont in October of 2010. Officer Sanow shared some of the details of the incident and answered question from the students.

The Bicycle Rodeo was again conducted in June. There were approximately 25 children who attended this year and several bicycles and other prizes were given out. The department received approximately \$800 in donations for the event this year.

Conclusion

This will give you an idea of the activities that the department was involved in during 2011. We continue to welcome any new ideas you may have on programs that you think would benefit the communities. Feel free to call if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brad L. Hughes', with a stylized flourish at the end.

Brad L. Hughes

Sherburn/Welcome Police Department

2011 Department Statistics

Total (year) Calls For Service	1313	Within Sherburn	662
Avg. Monthly CFS	109.42	Within Welcome	453
		Outside City Limits	162

Types of Calls:

911 Hang-Up	5	MV Theft	1
Alarm	45	NSF Checks	3
Animal Complaint	167	Noise Complaint	2
Assault	14	Nuisance Complaint	1
Assist MCSO	46	OFP Violation	10
Assist MSP	15	Open Door/Window	8
Assist Other	58	Ordinance Violation	33
ATL	3	Paper Service	7
ATV Complaint	1	Parking Complaint	11
Burglary	8	Property – Lost/Found	10
Child Abuse (suspected)	6	Pursuit	2
Civil Issue	28	Sex Crimes	2
Civil Standby	7	Shoplifting	1
Crash 10-50	30	Snow Emergency Violation	10
Criminal Damage – Property	15	Snowmobile Complaint	1
Death (body found)	2	Suicide (& Attempts)	3
Directed Patrol	10	Suspicious Circumstances	29
Disturbance	41	Suspicious Person	25
Domestic	9	Suspicious Vehicle	9
Driving Complaint	35	Theft	44
Drug Court Check	48	Theft from a MV	3
Escort (Other)	4	Threats	3
Fire – Other	3	Traffic Hazard	7
Fire – Sherburn	7	Traffic Stops	110
Fire – Welcome	5	Transport Prisoner	3
Fireworks	3	Trespassing	4
Fraud	6	Warrant Service	11
Funeral Escort	19	Welfare Check	23
Harassment	21	Welfare Fraud	1
Haz-Mat (Non-fire)	1		
House Watch	6		
Illegal Dumping	1		
Informational	58		
Intoxicated Person (not driving)	6		
JV Nuisance	11		
Liquor Violation	1		
Medical – Sherburn	45		
Medical – Welcome	36		
Message Delivery	3		
Miscellaneous	21		
Missing Person – Adult	2		
Missing Person – JV	4		
Motorist Assist	35		
MV Damage	9	Duplicate/Error/Ignore	36

Total Arrests: 19

Arrest Warrant	8
Assault	1
Criminal Sexual Conduct	1
DWI	5
Domestic Assault	1
Fleeing – in a MV	1
Fleeing – Other than in MV	1
MV Theft	1

Total Citations issued (each violation): 127

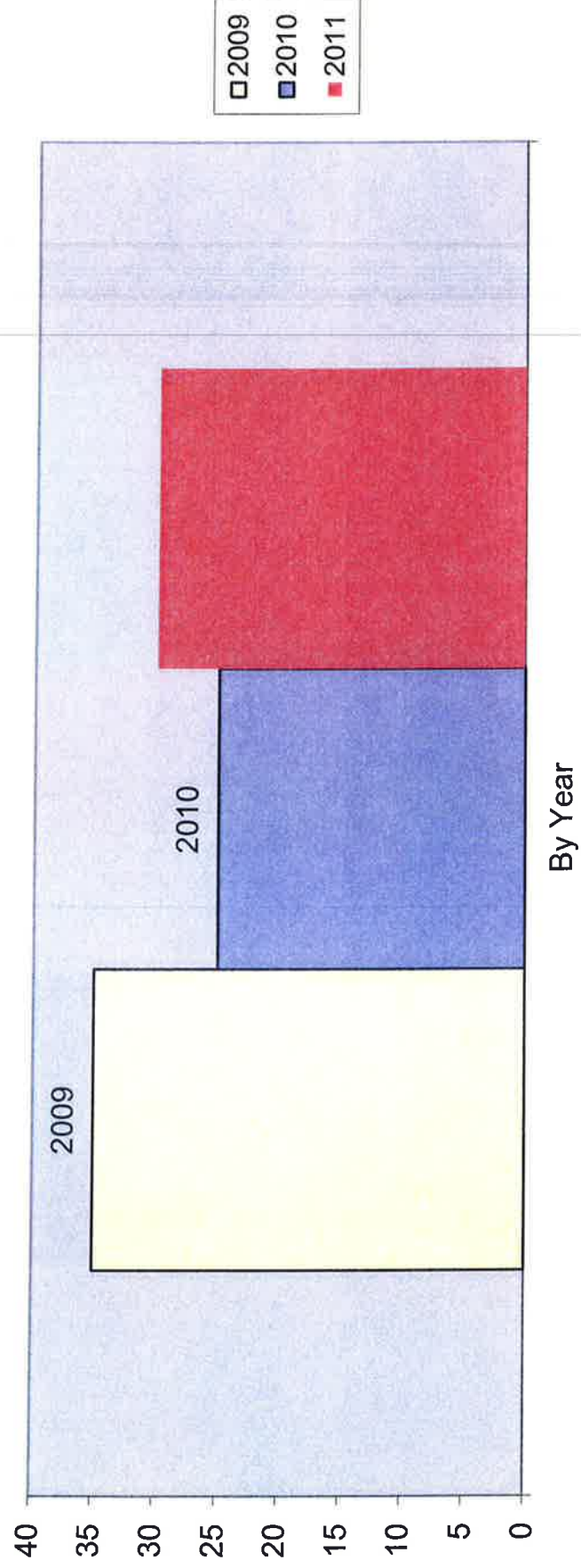
Traffic: 68

DAR	1
DAS	8
DWI	4
Expired Tabs	1
Fail to Transfer Title	1
Must have DL in Poss.	1
No MC Endorsement	1
No MN DL	3
No Psgr allowed on MC	1
No Proof of Insurance	14
No Seatbelt	3
RR Crossing Violation	3
RR Stop Sign	2
Speed	24
Viol. of DL Restrictions	1

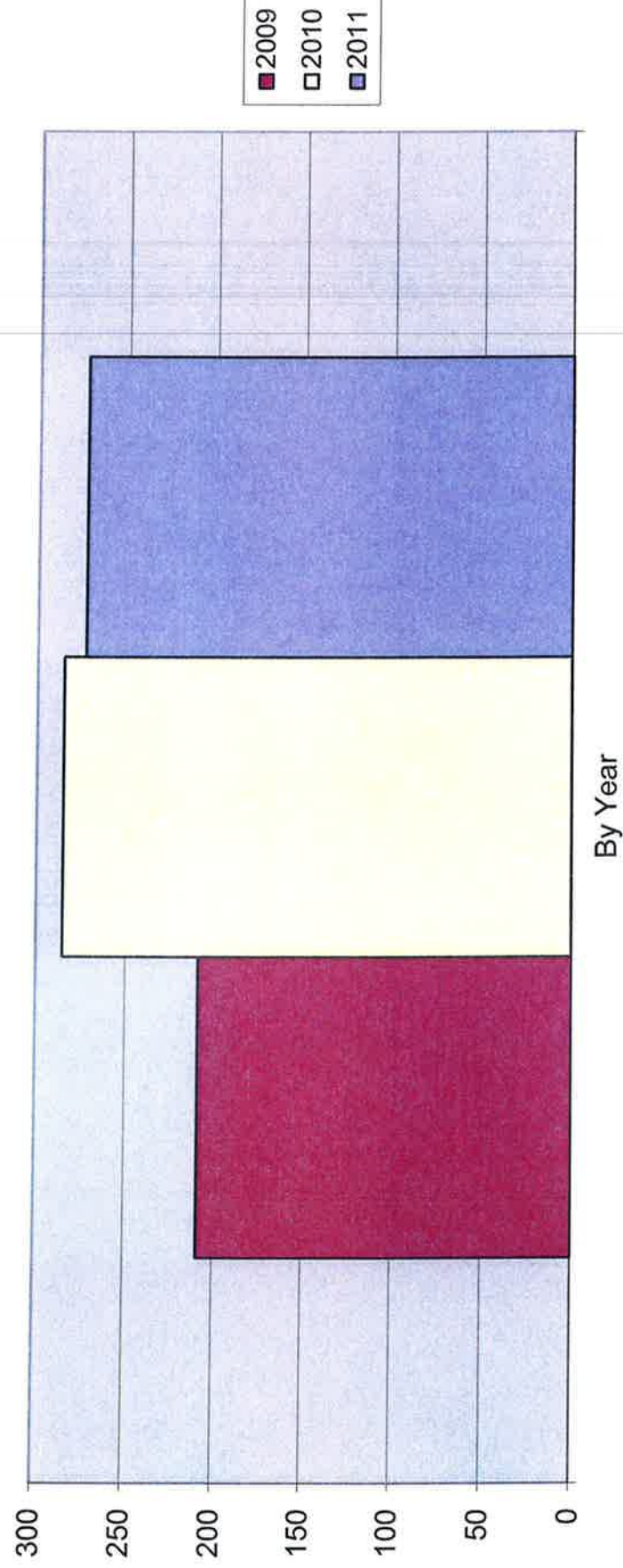
Other: 59

Adequate Dog Shelter	1
Allow Open Bottle	1
Assault	2
Barking Dog	1
Burning Prohibited Items	1
Child Endangerment	1
Discharge Firearm in City	1
Disorderly Conduct	8
Dog At Large	11
Domestic Assault	4
Drug Paraphernalia	2
Fleeing – in a MV	1
Junk Ordinance	5
JV Citation	1
No Dog License	2
Nuisance Animal	1
Obstruct Legal Process	1
Ordinance Violation	2
Trespass	1
Sm. Amount Marijuana	1
Under 18 Tobacco	7
Under 21 Consume	3
Under 21 Poss. Alcohol	1

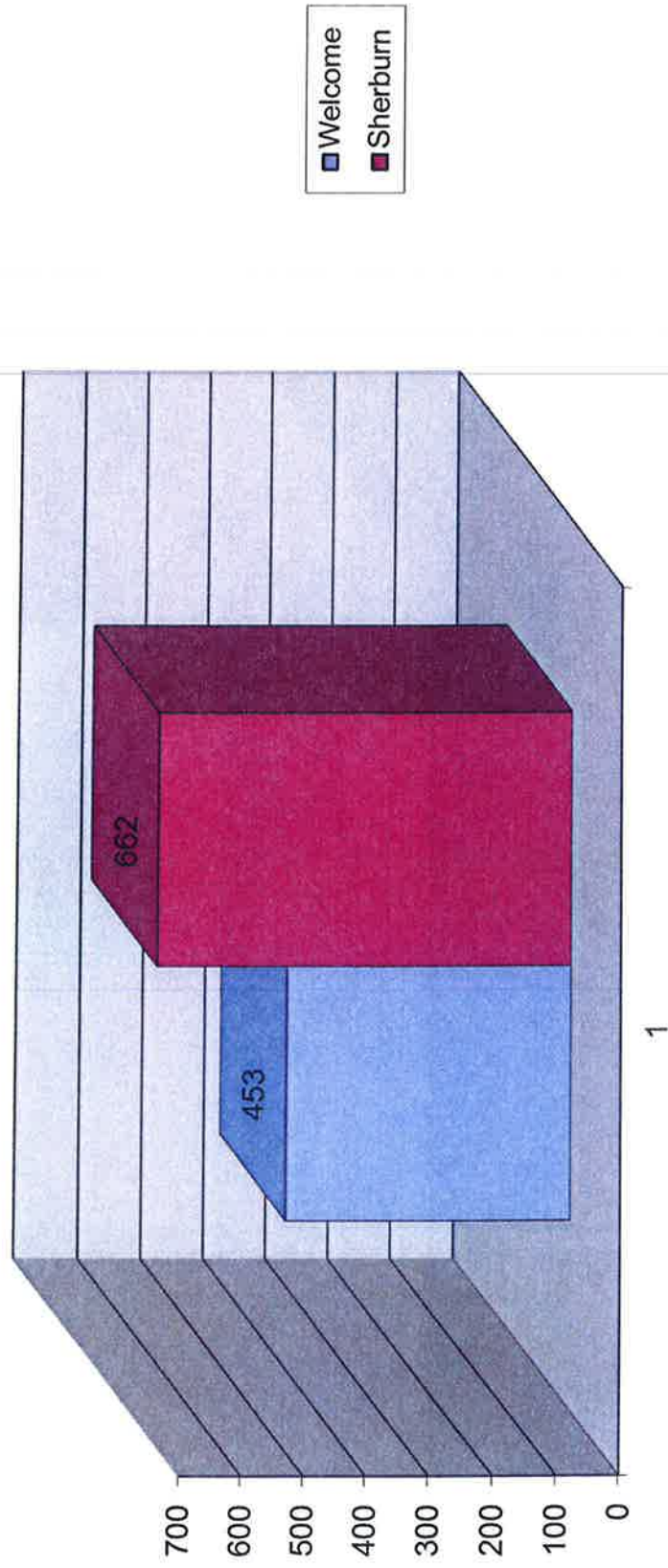
Motor Vehicle Accidents



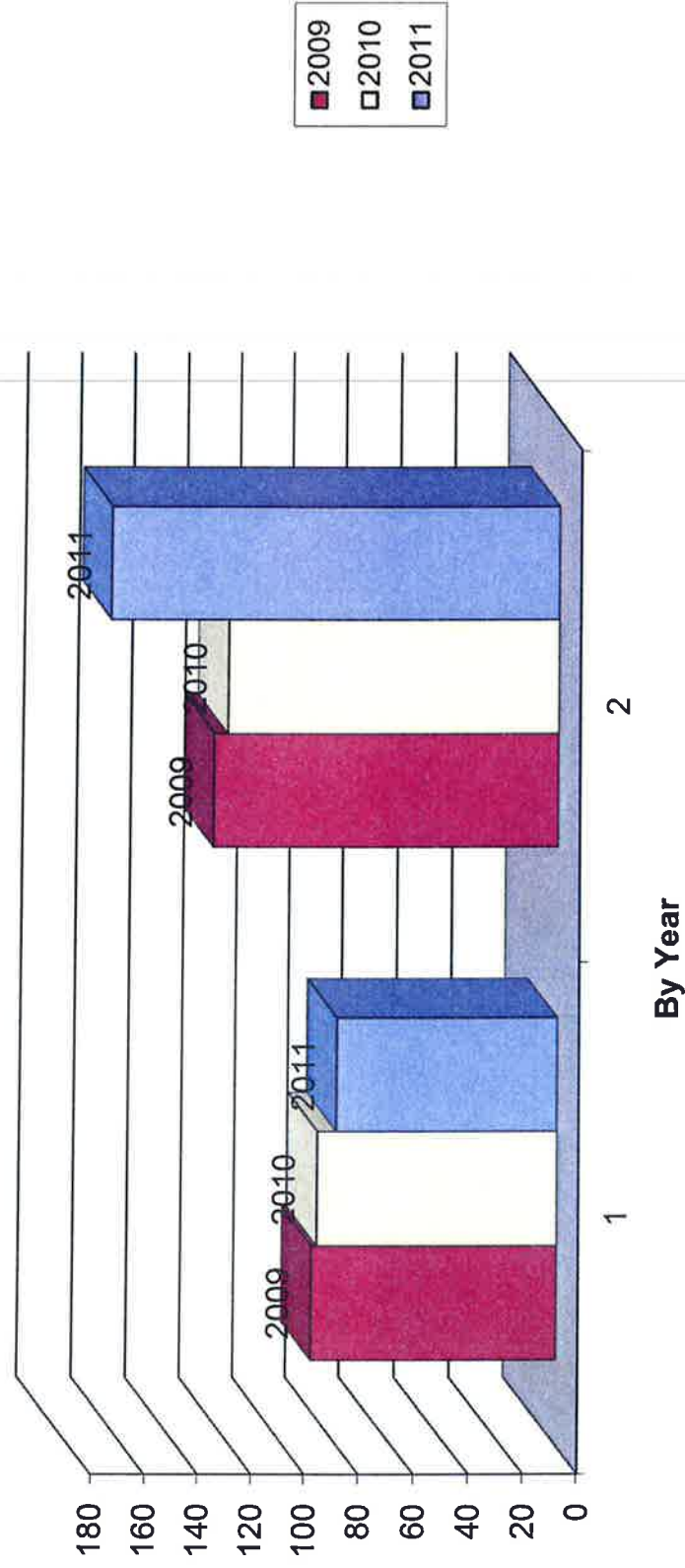
Assist other Agency/Motorist Assist



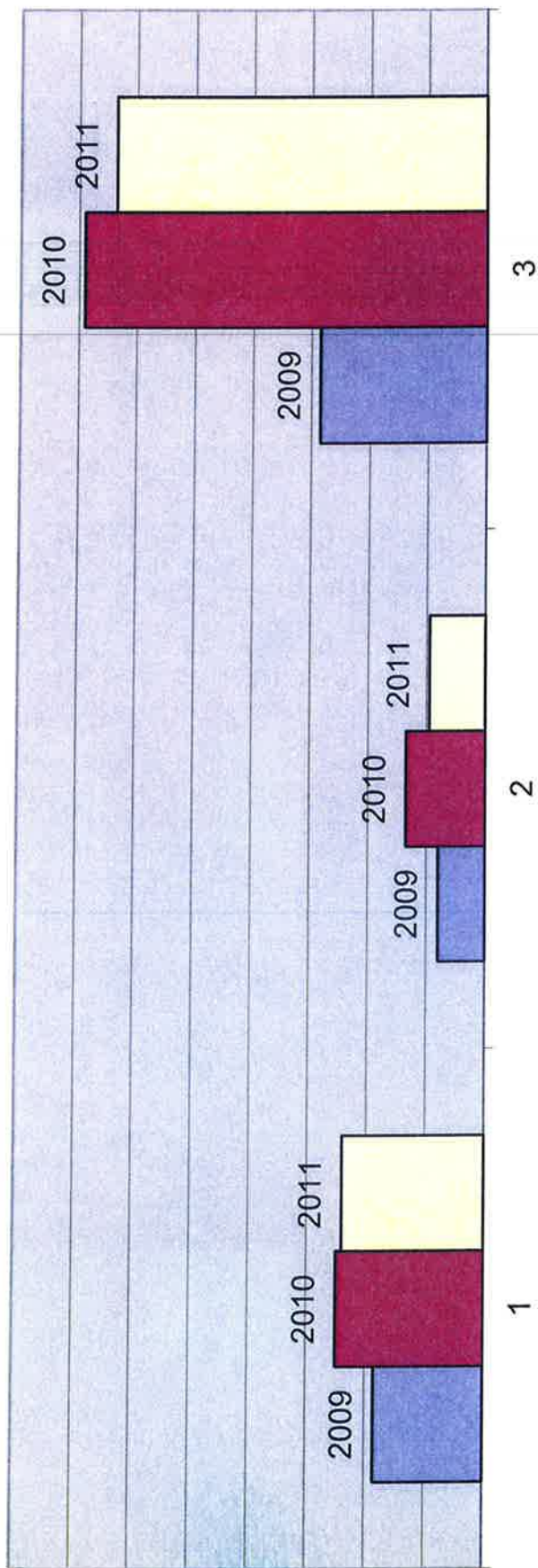
2011 Calls for Service



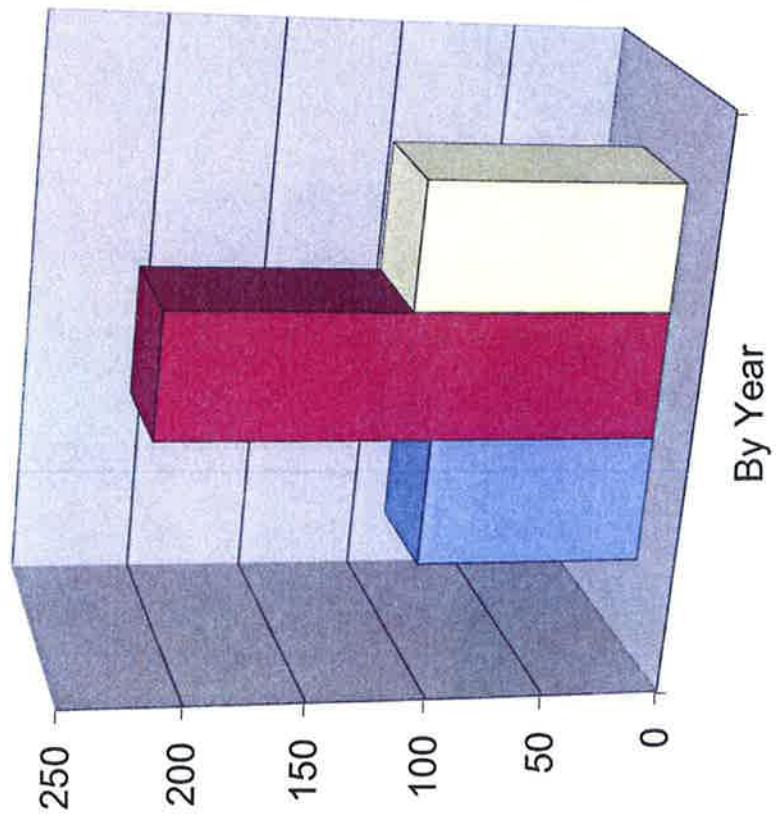
Medicals and Animal Complaints



Thefts, Arrests, Citations



Traffic Stops



■ 2009
■ 2010
■ 2011