

# CITY OF MILTON POLICE DEPARTMENT

## 2016 ANNUAL ACTIVITIES REPORT



Prepared by  
Scott E. Marquardt  
Chief of Police

## **A NOTE FROM THE CHIEF**

I am proud to present to you the 2016 City of Milton Police Department Annual Activities Report. The report is a testament to the work being done by all of our officers and support staff, and represents a compilation of statistical data and crime prevention programs that were a part of our on-going organizational mission of "Keeping Milton Safe" throughout 2016. Those efforts would not be possible without the dedicated support we are fortunate enough to enjoy from elected and appointed government officials, as well as the citizens we are proud to serve

As I review our activity in 2016, we had some notable situations, including investigating a bank robbery, implementing a body camera program, and assisting with the Donald Trump campaign rally in Janesville. However, I'm also remembering a difficult summer for law enforcement in our nation. In July 2016, officers in Dallas, Texas and Baton Rouge, Louisiana lost their lives. They weren't the only law enforcement officers killed in 2016, but their deaths resonated throughout the nation and in our community. Our hearts were heavy and we were consoled by many thoughtful citizens who sent notes and food as a thank you for what we do. However, a desire to do more, spearheaded by my mother-in-law Peggy Schutt, crystalized into a fundraising venture to supply officers with life-saving tactical vests and helmets. Thousands of dollars were raised within only a few weeks, enabling us to place a vest in every squad and give a helmet to every officer. This was definitely a bright spot in 2016. We remain humbly grateful for all of the support our citizens provide.

In 2016, we've again noted that our use of force by officers has continued its upward trend, increasing an additional 20% to 19 incidents, compared to 16 incidents in 2015. Thankfully, only one person received minor injuries during an arrest in 2016. As I noted in the 2015 annual report, we remain troubled by the increases and will continue to analyze each use of force very closely. However, using force is still relatively rare for our officers. With 14,323 total calls in 2016, 19 instances of using force represents only 0.0013% of our total call volume.

As in previous years, our officers are assigned to permanent shift teams, with two officers assigned to each of three shifts. This shift organization reflects our philosophy on community policing strategies that emphasize the importance of officers establishing lasting, trusting relationships with the citizens they serve on their respective assigned shifts.

We continue to maintain accreditation from the Wisconsin Law Enforcement Accreditation Group (WILEAG), initially awarded in December of 2014. Accreditation was a lengthy process that required the police department to demonstrate compliance with applicable standards covering all aspects of law enforcement administration and operations. As the accreditation is valid for three years, we are already preparing for our re-accreditation on-site visit in October 2017.

The City of Milton remains a very safe place to live, work and play. In 2016, our officers respond to an overall average of nearly 1200 documented calls for service a month, or an average of more than 39 calls for service a day. Fewer than 2% of those calls for service result in a criminal arrest and fewer than 10% result in a citation being issued. These statistics reflect our organizational philosophy that emphasizes solving problems creatively through citizen cooperation. It remains our focus to improve the quality of life in Milton through voluntary compliance, rather than through strict enforcement of the law. Our property crime rate and violent crime rate are well below the State average. It is through our partnership with those we serve that we will be able to continue to keep Milton safe. I thank all of you for your support of our agency and ask you to remain an active partner with us as we continue to live the mission of "Keeping Milton Safe".

Scott E. Marquardt  
Chief of Police

## DEPARTMENT DESCRIPTION

The Milton Police Department is responsible for providing 24 hour police services and protection in the City of Milton. The department employs eleven full-time and four part-time police officers and one full time support staff member. A second support staff member is the Milton Municipal court clerk, with 85% of scheduled time dedicated to municipal court duties and 15% of scheduled time dedicated to the police department. The police department emphasizes the concept of community policing which is reflected in our organizational structure and enforcement philosophy. We believe in the critical importance of partnering with our community to identify and solve community problems so that we can maintain and enhance the quality of life in Milton. The department consists of three different programming areas, each with specialized positions which are subsequently then divided into three different shift teams. The programming areas include police administration, the patrol division and the support services division.

### **Police Administration:**

Police Administration consists of Chief of Police Scott Marquardt and two lieutenants. Each lieutenant is responsible for supervision of a fixed shift or “team” of officers. The chief is generally responsible for the following:

- Departmental control and direction
- Maintaining personnel and other resources of the department
- Budget development and maintenance
- Under the provisions of Wisconsin State law, specific authority in matters of operations and discipline
- The development, implementation and maintenance of department policy, procedures, rules and regulations.
- Direct supervisor for the clerical support team.

Administrative Lieutenant Mike Chesmore is generally responsible for the following:

- Training and development of all police officers in the department
- Assisting in budget maintenance
- Managing the maintenance of the vehicle fleet and officer equipment
- Court liaison officer to municipal court
- Direct supervision of the day team shift of officers, detective, and school resource officers
- Administrator for the body camera program

Operations Lieutenant Kevin Arneson is generally responsible for the following:

- Beginning in 2016, coordinating the day to day operations schedule
- Court liaison officer to municipal court
- Supervision of the entire field training program for new officers, including supervision and policy development
- Oversight of the college internship program
- Assisting in budget maintenance
- Management of the evidence and property function, to include managing the

- evidence storage facility and processes
- Direct supervisor of the afternoon and night shift team of officers
- Creation and maintenance of the patrol schedule

**Patrol Division:**

The patrol division is made up of a three teams of officer deployment. Officers are deployed in permanent shifts which make up the day team, the afternoon team and the night team. The day shift team has two patrol officers and two sworn specialty positions. Both afternoon and night shifts each have two patrol officers. Patrol coverage is also supplemented by the two lieutenants. Each shift has officers with specialized training designed to enhance the service of the police department to our residents. A breakdown of each shift team and specialized training is provided below:

***Day Shift Team (4 Full-Time Sworn Officers)***

- Detective Ryan Justice is responsible for follow-up on all criminal investigations reported to the patrol division from all 3 shifts. The position also serves as our agency accreditation manager and Internet Crimes Against Children (ICAC) task force representative.
- Patrol Officer Jim Schumacher serves as a day shift patrol officer. His additional duties include salvage inspections upon behalf of the department and also serves as our agency firearms instructor. He also serves as a field training officer and is a part time school resource officer for the Milton Middle School.
- School Resource Officer (SRO) Jim Martin serves as the direct liaison between the Milton School District and the City of Milton Police Department. The Milton School District serves a student population of over 3,600 students and 400 staff members. This sworn assignment is responsible for investigating incidents involving juveniles that take place on school property, follow-up with incidents taking place involving youth from the school, as well as providing proactive programming and presence during the school day and security for co-curricular events. The SRO is a cost-shared position with personnel expenses paid by the Milton School District when the officer is acting in an SRO capacity.
- Patrol Officer Kyle Johnson serves as a day shift patrol officer. Officer Johnson is also a field training officer. Officer Johnson is coordinator the department's participation in state wide traffic safety initiatives, such as Click It or Ticket and Booze and Belts. Officer Johnson's work has resulted in equipment grant awards totaling \$20,000 over the past three years. He also serves as an evidence technician.

***Afternoon Shift Team (2 Full-Time Sworn Officers)***

- Patrol Officer Ryan Spangler serves as an evening shift patrol officer. He is

also a trained evidence technician and a part time Rock County Special Investigations Unit (SIU) member.

- Patrol Officer Joe Fox serves as an evening shift patrol officer and is responsible for responding to calls for service on the afternoon shift of officers.

### ***Night Shift Team (2 Full-Time Sworn Officers)***

- Patrol Officer Justin Geske is our newest full time officer and successfully completed probation at the end of 2016.
- Patrol Officer Ryan Schneider serves as a night shift patrol officer. He is also an evidence technician and assists Lieutenant Arneson in the property and evidence control function for the department.

### ***Part Time Officers***

- To assist with meeting minimum staffing needs on patrol, the police department also employs part time officers. The part time officers are fully sworn police officers who have completed the same hiring and training requirements as full time officers.
- In calendar year 2016, the part time officers were Blaine Larson and Chris Hughes. Part time officers Mike Rufer and Jim Berlin left the part time ranks to concentrate on their full time careers.

## **Support Division:**

### ***Code Enforcement Officer***

Officer Blaine Larson serves as the code enforcement officer for the City of Milton responsible for addressing code violations. Officer Larson responded to approximately 380 code enforcement calls for service in 2016, a 72% increase in calls over 2015. Some of the increase can be attributed to a new record keeping process, but code enforcement requests are certainly increasing. Many calls require a number of follow-up visits or phone calls to make sure that the issue has been remediated. Officer Larson also coordinates with regional public and private partners in documenting, classifying and disposing of items dropped off at our prescription drug drop box. In 2016, a total of 484 pounds of material, including nearly 47 pounds of scheduled controlled substances, were placed into the drop box and properly disposed of.

### ***Clerical Support***

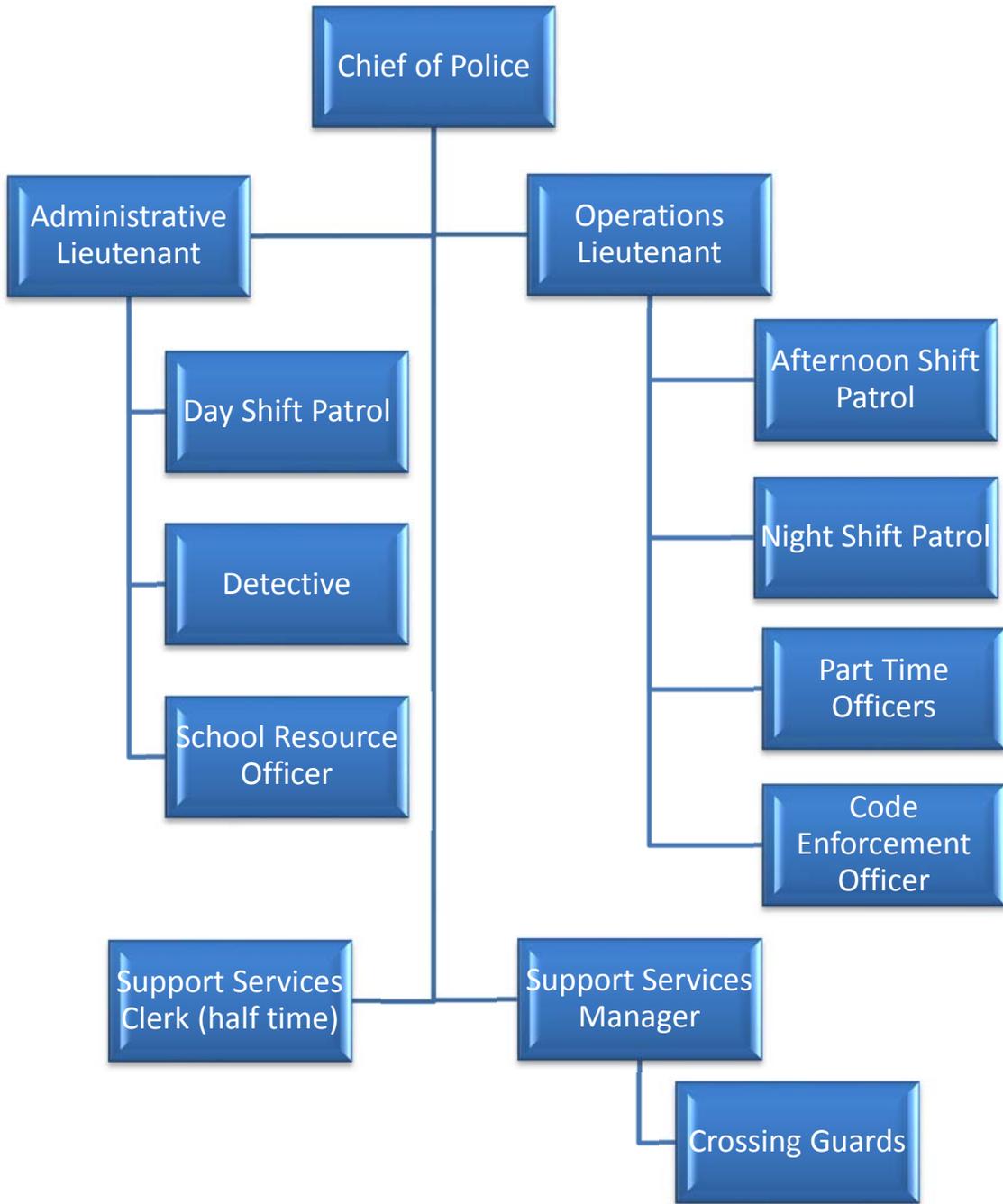
Support Services Manager Becky Sexe is generally responsible for the following:

- Coordinating records management at the police department
- Routing numerous documents to various agencies requiring them such as the district attorney's office, health and human service departments and outside agency requests

- Coordinates and supervises the crossing guard program
- Coordinates equipment purchases and payroll
- Assisting in budget maintenance
- Typing of dictated officer reports
- Answering non-emergency telephone calls during business hours
- Processing walk in complaints
- Processing fine payments

Municipal Court Clerk Kris Klubertanz is generally responsible for the following:

- Typing of dictated officer reports
- Answering non-emergency telephone calls during business hours
- Processing walk in complaints
- Processing fine payments
- Records processing and management
- Direct liaison between the Milton Police Department and the Milton Municipal Court
- Managing Milton Municipal Court duties



## ACTIVITY REPORT

### **Total Calls for Service in 2016:**

According to data provided by Rock County's shared records management system, the Milton Police Department responded to a total of 14,363 documented calls for service in 2016. This is a decrease of 5.9% from the 15,260 calls documented in 2015. These incidents include not only calls for service but officer self-initiated activity. The call volume for the police department represents an overall average of approximately 1197 calls for service a month, or an approximate average of 39 documented calls for service in a 24 hour day.

### **Major Case Investigations:**

Detective Ryan Justice is the full time investigator for the Milton Police Department. Detective Justice investigated 50 felony cases in 2016, compared to 34 felony cases in 2015. We had 35 felony cases investigated in 2013. The 2016 cases assigned to Detective Justice included 10 Sexual Assault to a Child cases, 6 Sexual Assault to an Adult cases, 4 Child Pornography cases, 2 Arsons, 2 Robberies, 11 Burglaries, 1 Prostitution case, 1 Theft of a Firearm case, 1 Physical Abuse of a Child case, and 1 major fraud case involving a credit card skimmer. In addition to these cases assigned to a detective, many cases were investigated and solved by the officers that took the initial complaint. As a result, Detective Justice does not participate in every investigation.

### **Domestic Abuse:**

In 2016, there 21 arrests for domestic violence. That compares to 24 arrests in 2015, 15 arrests in 2014 and 20 arrests in 2013. Pursuant to the State of Wisconsin mandatory arrest law, many of these domestic abuse incidents resulted in criminal arrests, which account for many of our criminal incident referrals to Rock County Circuit Court. In an effort to prevent future domestic violence incidents within our community, officers actively communicate regional resource availability, such as the YWCA of Rock County, to all victims of domestic violence. We also educate victims on the availability of obtaining temporary restraining orders.

### **Underage Drinking:**

A total of 11 underage alcohol citations were written in 2016, compared with 17 underage alcohol citations in 2015 and 3 underage alcohol citations were issued in 2014. We continue to actively enforce the underage drinking laws, encourage parents to monitor their children closely and counsel families when we can about reducing harm caused by underage drinking.

### **Traffic Enforcement:**

One of our primary objectives at the Milton Police Department is to keep our streets safe for pedestrian, bicycle and vehicular travel. This objective is accomplished through proactive patrol and traffic enforcement. Here is a numeric breakdown of some of the work officers addressed as part of their traffic enforcement responsibilities in 2015:

Motor Vehicle Accidents (reportable).....71 (103 in 2014, 88 in 2014)  
Accident with Injury.....13 (7 in 2015, 5 in 2014)

Hit and Run Accidents.....	36 (54 in 2015, 34 in 2014)
Traffic Complaints.....	148 (109 in 2015, 99 in 2014)
Traffic Stops.....	767 (793 in 2015, 1069 in 2014)

The most 3 most frequently issued traffic citations in 2016 were for speeding (117), prohibited parking (79), and no insurance or no proof of insurance (82).

The most 3 most frequently issued types of non-traffic related ordinance citations in 2015 were for truancy (54), disorderly conduct (30) and underage drinking (17).

**School Resource Officer Program:**

Officer Jim Martin, the Milton Police Department School Resource Officer (SRO), is assigned to the schools (primarily the high school) on a full time basis except during the summer. Officer Martin has been very effective at student outreach and education that has made the environment at the schools better by his presence. In the 2015-2016 school year he made 14 class presentations, attended 54 school events in uniform, attended 43 school staff meetings, and had 511 conferences with students. Conferences with students are an effective way to counsel students and redirect inappropriate behavior. Beyond preventive education and counseling, Officer Martin has filed 88 incident reports, made 80 arrests, and wrote 49 traffic/parking tickets. The arrests were made for a variety of offenses including truancy, disorderly conduct, fighting, possession of a dangerous weapon, possession of drugs, theft, resisting arrest, unlawful use of a computer, battery, harassment and tobacco possession.

**Proactive Programming:**

***Improved Communication through Technology:*** The department continues expand its community outreach through the use of Facebook. The department has 3,454 followers on our Facebook page. This is a 6% increase from our 3,254 followers in 2015. We have used Facebook to provide information to the community on a wide variety of topics, from emergency preparedness to crime alerts.

The police department continues to be a popular destination for those using the City of Milton’s website. Citizens can submit a crime tip to the Janesville Area Crime Stoppers (of which Milton is a part of) on our website. We also host an internet based “Bully Alert” reporting system and work collaboratively with the Milton School District on following up with reports of bullying within our community. We are fortunate to have a strong relationship with our community’s newspaper, the Milton Courier, which helps us communicate trends or noted areas of public safety concern.

***Crime Prevention:*** The Milton Police Department doesn’t only focus on taking crime reports, but includes crime prevention as part of its mission. The department is committed to the development and fostering of community based

crime prevention efforts. Specific crime prevention efforts include Crime Stoppers, National Night Out, Lunch with a Cop at Northside Intermediate School, and numerous safety and education presentations on a wide variety of topics.

### **Employee Training:**

All of our officers received and qualified in state regulated and mandated firearms training which is held quarterly. All officers also received specialized training of their choosing so that they could enhance their skills as officers. This training included how to properly approach vehicles, interviewing, drug trends, implicit bias and gang training. All officers also attended active shooter training to give us practical experience in dealing with that type of scenario should it occur at a school or public venue in the City of Milton.

### **Department Awards:**

Officer Justin Geske was selected as Officer of the Year for 2016.

### **Accountability to Our Citizens:**

***Internal Affairs Investigations:*** The Milton Police Department had no internal affairs investigations in 2016. Two citizen complaints were investigated by the Chief of Police in 2016. In both cases, the officers' behavior was found to be within department expectations and guidelines, resulting in the complaints being not sustained.

***Use of Force:*** The Milton Police Department had nineteen documented use of force incidents in 2016 involving six juveniles, eleven adults and two injured/sick animals. This is an approximate twenty percent increase from the previous year of sixteen documented incidents. We are continuing to see an upward trend of officer use of force, as we only had five documented incidents in 2014.

Ten of the incidents in 2016 involved use of force to make an arrest. Five incidents involved a person who wanted to hurt themselves. Two incidents involved the dispatch of a sick/injured animal and one involved detaining a juvenile. In seven of the use of force documented incidents in 2016, officers effectively used escort/compliance holds to make an arrest or to prevent self-harm. In three other of the documented incidents in 2016 escort/compliance holds were not effective in making an arrest or preventing self-harm so the officer used the next tactic of decentralization of the subject. This involves physically moving the subject to the ground where they are under control and handcuffed.

Two of the use of force documented incidents in 2016 escalated to where the officer deployed his Taser but did not fire. In one situation, a subject suffering from both medical and mental health situations picked up a box cutter at a workplace and initially refused to put it down. Using verbal de-escalation skills,

officers convinced the person to comply and the person was provided medical help. The second incident involved a traffic accident with a driver who fled the scene of an accident. Following a foot chase, the subject continued to actively resist the officer, refused to follow officer's commands and grabbed at the officer's duty belt. When the officer attempted knee strikes, they were ineffective. The officer was able to deploy a Taser but did not fire as additional officers arrived on scene and the subject was taken into custody. This subject was the only person out of the 19 incidents that complained of injury following the use of force. He was treated for minor injuries related to the scuffle at the emergency room and released.

Seven of the nineteen use of force documented incidents in 2016 involved the officer deploying a firearm. In two of these incidents the officer dispatched a sick/injured animal. In three incidents the officer deployed a firearm during a high risk traffic stop. In one incident officer was clearing a residence and deployed his duty weapon. The last incident involved a brief vehicle pursuit then a foot pursuit into a corn field where the officer could not see the suspect's hands, the officer deployed his duty firearm while giving the suspect commands. He determined the subject was not armed, the firearm was holstered, and the person was taken into custody.

Administrative Lieutenant Michael Chesmore formally reviews all use of force situations in the department. He deemed that the each officers' actions were appropriate for the circumstances they were faced with. In every case, the officers used the minimum amount of force necessary to control the subjects. In all cases, officers were in compliance with department policy and procedures, training, state and federal laws.

### **Budget:**

The Milton Police Department budget was \$1,058,147 in 2015. The department expenditures were \$10,091, or 0.95%, less than the budgeted amount with the remaining balance returned to the general fund. The department budget is used primarily for personnel expenses with 91.6% of the budget devoted to payroll and benefits for our employees. The remaining dollars are used to purchase supplies, services, vehicle maintenance, fuel and training.

If you have any questions about the content of this annual report, please contact Scott Marquardt, Chief of Police.