

**WAUPUN POLICE DEPARTMENT
ACTIVITY REPORT
MARCH, 2014**

Activities:

- Department Photos
- FDL Chiefs Meeting
- Dodge County Chiefs Meeting
- Alcohol Compliance Meeting
- Dispatch Meeting
- Citizens Academy Graduation
- Emergency Management Conference
- Security Presentation at Christian Home
- Police and Fire Commission Meeting

Training:

- Officer Kreitzman K-9 Training
- FDL Legal Update
- EVOC Training
- Force of Force Training
- Officer Fix Attended Instructor Development Training

Reports:

- There were 923 calls of service for the month of March, 2014. The total number of calls for the year is 2,546.

WAUPUN POLICE DEPARTMENT

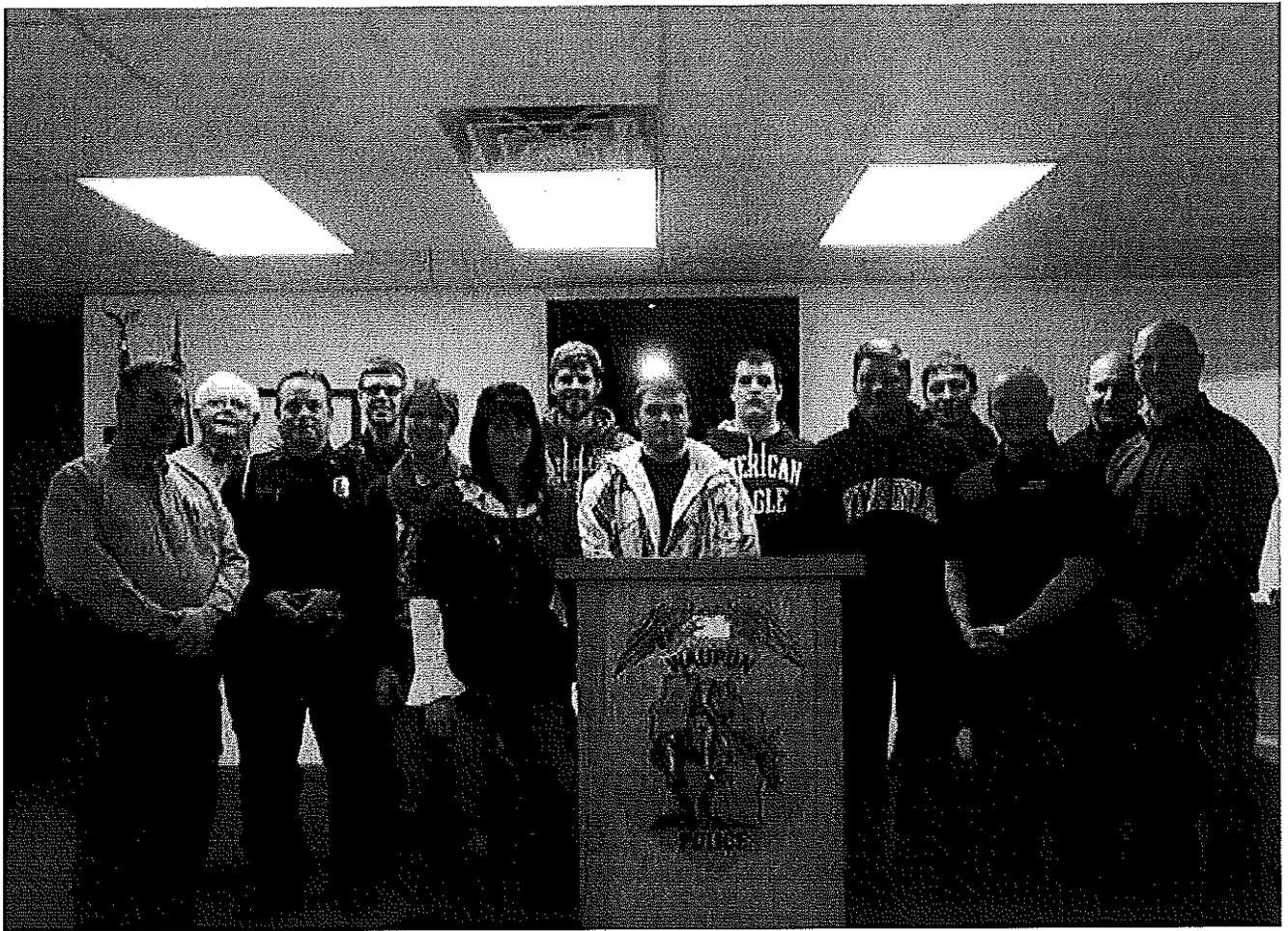
Monthly City Council Report

Dispatch Summary From 3/1/2014 To 3/31/2014

16 E. Main St.
Waupun, WI 53963
(920) 324-7911

Total Number of Calls for this reporting period: 923

72 HOUR DETENTION	4	LOST PROPERTY	1
911 CALL UNKNOWN	1	NEIGHBOR DISPUTE	1
911 CHECK	7	NOISE COMPLAINT	5
ACCIDENT	12	NOTIFY MED EXAMINER	1
ACCIDENT W/BLOCKAGE	2	OCCUPIED DISABLED	2
ALARM TEST	3	OFFICER STAND BY	5
ANIMAL BITE COMP	1	OPEN DOOR	2
ANIMAL COMPLAINT	16	PAPER SERVICE	16
ANNOYING PHONE CALLS	1	PARKING ENFORCEMENT	33
ASSIST CITIZEN	35	PRISONER TRANSPORT	7
ASSIST MOTORIST	8	PROBATION HOLD/VIOL	1
ASSIST OTHER AGENCY	12	RECKLESS DRIVER	4
ATTEMPT TO LOCATE	3	SCHOOL BUS COMPLAINT	1
BATTERY	1	SCHOOL CROSSING	18
BUILDING CHECK	32	SEXUAL ASSAULT	3
BURGLARY	1	SPECIAL ASSIGNMENT	7
CAR IN DITCH	1	STRUCTURE FIRE	4
CAR VS DEER	1	SUBJECT STOP	4
CARBON MONOXIDE	1	SUBJECT WITH GUN	1
CHECK WELFARE	11	SUBJECT WITH WEAPON	1
CHILD ABUSE/NEGLECT	1	SUSP ACTIVITY	12
CHILD CUSTODY	8	SUSPICIOUS VEHICLE	14
CIVIL PROBLEM	2	TAVERN CHECKS	1
COMMUNITY POLICING	5	THEFT	12
COUNTY AMBULANCE	41	THREAT COMPLAINT	4
COURT ORDER VIOLAT	1	TRAFFIC COMPLAINT	5
CR DAMAGE TO PROP	1	TRAFFIC ENFORC DAP	4
DEATH INVESTIGATION	1	TRAFFIC PROBLEM	4
DIRECTED AREA PATROL	184	TRAFFIC STOP	171
DISORDERLY CONDUCT	6	TRUANCY	2
DOMESTIC DISPUTE	8	VANDALISM	5
DRUGS/NARCOTICS	3	VEHICLE LOCKOUT	2
ESCORT	1	WARRANT	2
ESCORT FUNERAL	4	WARRANT OTHER AGENCY	2
EXTRA PATROL	3	WATER UTILITY	1
FIGHT	1	WAUPUN ORDINANCE	5
FIRE ALARM	3		
FIRE GENERIC	1		
FOLLOW UP	76		
FOOT PATROL	7		
FOUND PROPERTY	5		
FRAUD/FORGERY	3		
GAS DRIVE OFF	2		
HARASSMENT	7		
HIT AND RUN	4		
HOUSE WATCH REQUEST	2		
INFO TO DOCUMENT	2		
INFORMATION	8		
INTRUSION ALARM	7		
INTRUSION FALSE	2		
JUVENILE PROBLEM	7		
LEWD/LACIVIOUS	1		



Waupun Fire Department



Fire Chief, Jeff Berry
16 E. Main Street
Waupun, Wisconsin 53963

Phone: (920) 324-7910
Fax: (920) 324-7854
E-mail: jeff@waupunpd.org

Monthly Report

DATE: April 3, 2014
TO: Mayor, Council & City Administrator
FROM: Fire Chief, Jeff Berry
RE: March Report

Calls/Fire Meetings:

There were nine fire & rescue calls in the month of March. The calls were as follows: two calls for chimney fires, first was a mutual aide call for the City aerial to N3246 Center Road to assist Waupun Country Fire Department and to 424 East Spring Street (creosote in the chimney cap), a call to 816 Visser Avenue for a report of a structure fire (steam from melting snow on the roof), a call to 204 Park Avenue for a carbon monoxide detector going off (bad detector), a mutual aide call to assist Mount Calvary Fire Department (MABAS) with an engine for a structure fire at Saint Lawrence Seminary 301 Church Street, a call to 396 Fond du Lac Street for smoke coming from the laundry room (dryer fire), two calls for fire alarms going off, Harris Court Apartments 100 South Harris Avenue (false alarm) and Parkview Apartments 1100 Rock Avenue (false alarm), and a call to Westview Apartments 913 West Jefferson for a reported apartment fire (water cooked over on the stove). There were two City Fire Meetings and an Officers Meeting held in March.

Chief's Meetings/Activities Attended:

Chief Berry attended the following meetings/activities: Two City Fire Meetings, one Officers Meeting, One Council Meeting, One Committee of the Whole Meeting, Fond du Lac County Fire Chiefs Banquet, Fond du Lac County Chief's Meeting, Fond du Lac County MABAS Meeting, Wisconsin Fire Chiefs Educational Conference, Disturbance plan meeting at Dodge Correctional Institute, Wisconsin Emergency Management and Homeland Security Conference and a Police & Fire Commission Meeting,

Projects/Special Events:

Monthly meter calibrations were completed.
Monthly apparatus checks were done.
Monthly SCBA and equipment checks were done by each firefighter.

The Chief and Assistant Chiefs Ron Vande Zande and Wally Beekman attended the Fond du Lac County Fire Chief's Banquet in Fond du Lac.

Chief attended the Wisconsin Fire Chiefs Educational Conference.

Fifteen Officers and Firefighters attended a Fond du Lac County RIT training class in Brandon.

Assistant Chief Wally Beekman and Firefighters Mike Beer and Paul Beder attended the Area 6 Fire Inspectors Meeting in Fond du Lac.

Inspections:

New construction and remodeling inspections are being done as needed. We received multiple building code questions on new and remodeling projects from contractors, businesses and industries. Pre-incident planning and mapping are being completed on new businesses and updated on present buildings.

Chief and Mike are working with our Cadet, Micah Roddy on fire inspections, as he is taking the Certified Fire Inspector Course as part of his Associate Degree in Fire Service.

Mike continues working with other city departments on property complaints.

Training:

Training for the March 3rd meeting was watching the second part of a two part video series on positive pressure attack.

Training for the March 17th meeting was watching a working fire video series on flashovers and the new technology on how to suppress these types of fires.

Emergency Government:

There were two winter weather advisories for the month of March.

Chief attended the annual Wisconsin Emergency Management and Home Land Security Conference.

Waupun Public Library
123 S. Forest Street
Waupun, WI 53963
(920) 324-7925

April 2014

To: Mayor, City Council
From: Bret Jaeger, Library Director

Re: Report to Common Council

A. Statistics

Circulation/downloads through end of March was 39,680 items (40,641 in 2013).
Library visits through end of March was 17,743 people (18,746 in 2013).

B. National Library Week, April 13 - 19

Two speakers are scheduled during National Library Week. On Monday, April 14, at 6:30 pm, Carla Gunnink, author of Images of America: Waupun will describe the process of compiling information and publishing this book on the history of Waupun. On Tuesday, April 15, 2014 at 6:30 pm, Gary McCaughtry will share historical information of Waupun Correctional Institution. Gary was the second longest serving warden at Waupun Correctional Institution before his retirement in 2004. He started as a correctional officer and served in a variety of professional and administrative positions in his 32-year career in corrections. He worked in nine different institutions, with the last sixteen as warden at WCI.

C. Art repair work in children's area

Recently, artist Bernada Jaeger spent a few hours re-plastering some broken tree limbs in the children's area, and then painting the repaired limbs and touching up all the chipped paint on the columns. Bernada originally painted the children's area in 2007.

D. Roof work

Some leaks in the old part of the building were attributed to the roof drain connections to the vertical roof drain pipes. The City hired Tighe Roofing to inspect these drain connections and find a solution. Special inserts were made to by-pass the problem area on all roof drains and we hope this fixes the leaks.

E. Books for babies

Our library was approached by Agnesian Health, wondering if we would be interested in participating in a Books for Babies program with Waupun Memorial Hospital. We, along with the Friends of Waupun Library group, will be sponsoring this program. Each baby will be presented with a book and information on the Waupun Public Library and the Friends of Waupun Library. Assistant Director Pam Garcia delivered the first batch of books to the hospital in January.

Any questions, please contact Bret at 324-7925 or bret@mwfls.org.



City of Waupun

201 E. Main Street
WAUPUN, WISCONSIN 53963
Phone: 920-324-7900
Fax: 920-324-7939

"Wild Goose Center of Wisconsin"

MEMORANDUM

TO: Mayor & Council
FROM: Trista Steinbach—Administrative Assistant
Date: April 4, 2014
RE: March Report to Common Council

BUILDING PERMIT REPORT

There were four (4) permits issued in Dodge County and seven(7) permit issued in Fond du Lac County totaling eleven (11) permits for the month of March. Total estimated cost of construction was \$395,124.00. Fees of \$2,145.82 for Building Permits, \$150.00 for Special Assessment letters, and \$290.00 for a Site Plan Review, for a total of \$2,585.82 was turned over to the City Clerk.

Building Permit Comparison:

3 Month Comparison

January – March 2012	estimated cost of construction	\$1,990,649.00
January – March 2013	estimated cost of construction	\$2,088,029.00
January – March 2014	estimated cost of construction	\$473,072.00

PLAN COMMISSION REPORT

- No Meeting

ZONING BOARD OF APPEALS

- No Meeting



City of Waupun

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"Wild Goose Center of Wisconsin"

Department of Public Works Activity Report

April 3, 2014

1. Current Projects:

- Met with Kathy Hendricks about access to the property that the City obtained from Holz & Plum.
- Attended Rock River Stormwater Group meeting.
- Kick-off meeting for Main Street project with the Department of Transportation (DOT). Reviewing DOT 60% preliminary plans for Main St.
- Festival committee meetings.
- Lappen Security???
- Met with Stantec for the 2nd phase of the boardwalk.
- Met with Utilities and MSA about the 2014 construction projects.
- City Hall electrical in the auditorium has been updated. Met with electricians about the lighting and sound systems at City Hall.
- Reviewing building and equipment inventor.
- The fence east of the old landfill at the DPW garage was purposely cut.
- Community Center roof inspections
- Utilities have asked me about doing maintenance on their vehicles/equipment. I had the mechanics start last week on maintenance to utilities equipment.
- Material Safety Data Sheets (MSDS) will be changing June of 2015 and I'm looking into software to see if there will be a cost/time saving for Waupun. Staff training took place this year.
- Bids were sent out for storm sewer pipe installation by the new ball fields on Lincoln St. Depending on price will determine if project moves forward. When this takes place this will be the start of eliminating the pond south of the new high school field. DPW staff will do the remainder of the project.

2. Board of Public Works

- See attached minutes

3. DPW Crew Projects

- Diggers Hotline locates
- Haul brush/leave piles
- Cabinets for ball diamonds
- Wash equipment
- Setup City Hall for events
- Cold patch streets
- Picnic tables
- Replace ceiling tiles at Community Center
- Fix doors at buildings
- Remove trees from the Rock River
- Build key box for city Garage
- Install signs
- Trim trees on streets
- Clear inlets
- Replaced signs

- Located manholes on Cardinal Ct.
- Paint at Safety building
- Put wood chips in dog park
- Worked at ball complex
- Hang batting cage nets
- Remove stands
- Raise manholes
- Took garbage cans to the parks

Administrative Assistant

- Updated apartment listing
- Sent letters to Main Street property owners about property acquisition.
- Sent letters to property owners on S. Grove St. informing them that the reconstruction project was changed to a mill and overlay project.
- Completed the Recycling Grant and submitted to the DNR.
- Completed the MS4 Report and submitted to the DNR.
- Floodplain Ordinance amendment
- Updated City Hall lighting chart
- Sort maps and started scanning in Dodge County maps.
- Updated snow removal assessments
- Yard Waste and Bulk pick-up ads
- Entered diggers hotline tickets into database
- Entered labor and equipment into Cartegraph
- Issued 1 property maintenance letter
- Various memos, letters, general correspondence and maps.
- Issued 11 Building Permits, 16 Assessment Letters

Please call 324-7918 with any questions you may have.
Richard Flynn, Director of Public Works