

**CITY OF SPARTA**  
**PUBLIC SAFETY AGENDA**  
**November 7, 2016**

**CITY HALL**

**5:30 P.M.**

- 1. Call Meeting to Order**
- 2. Consent Agenda: Consisting of Minutes from the September 12, 2016 meeting, and Police Department's monthly report for September and bills**
- 3. Consideration of New/Renewal Bartenders Licenses**

<b>Christopher Fowler</b>	<b>Christine Severson</b>	<b>Chelsea Fisher</b>
<b>Alicia Butterfuss</b>	<b>Shauna Sesemann</b>	<b>Norm Brown-Temporary</b>
<b>Patricia Olson Brown-Temporary</b>		<b>Brenda Flock</b>
<b>Yvette Mattis</b>	<b>Rebecca Paulson</b>	<b>Shanna Endle</b>
<b>Hayley Green</b>	<b>Katina Fleming</b>	
- 4. Consideration of Temporary "Class B" License for Sparta Area Chamber of Commerce for Kriskindlemarket**
- 5. Consideration of Allowing Pot Bellied Pig as a Pet**
- 6. Discussion of Squad Car Purchase**
- 7. Items for Future Consideration**
- 8. Adjourn**

A possible quorum of the Common Council may be in attendance at this meeting but no action will be taken by the Council.

Posted: 11-4-16

**CITY OF SPARTA**  
**PUBLIC SAFETY MINUTES**  
**September 12, 2016**

**PRESENT:** Kevin Brueggeman, Ed Lukasek, Josh Lydon, Alli Karrels

**ABSENT:** Jim Church

**ALSO PRESENT:** Todd Fahning, Mark Sund, Mayor Button, Dave Kuderer, Al Brueggen, Brett Middleton, Kyle Guralski, Erin Schultz, Michelle Brueggen, Vicki Horstman

Josh Lydon called the meeting to order at 5:30 p.m.

A motion was made by Ed Lukasek and seconded by Kevin Brueggeman to approve the consent agenda consisting of the minutes of the August 1, 2016 meeting and the Police Department's monthly reports for July and bills. Motion carried 4-0.

Upon proper payment of any fees, the following new or renewal bartenders licenses were approved on a motion by Alli Karrels and seconded by Kevin Brueggeman. Motion carried 4-0.

Steve Stahl  
Jennifer Abbinante  
Cody Knutson  
Hayley Green

Marian Bardeen  
Sarah Koehler  
Gabrielle Nemec  
Rhonda Vitcenda

Susan Lamb  
David Preston  
Emilie Hoyt

The bartender application for Brett Middleton is being recommended by the Police Chief to be denied. Brett did speak in his behalf that he has had a license since 2014 and he made a mistake by drinking underage. Al Brueggen, his employer, also spoke in his behalf stating that he is a good employee and that good employees are hard to find. **A motion was made by Alli Karrels and seconded by Kevin Brueggeman to approve the bartender application for Brett Middleton. Motion carried 3-1 with Josh Lydon voting no.**

The bartender application for Erin Schultz was denied previously but Erin is appealing the decision. Apparently while she was working, she was serving while intoxicated and things got a little out of hand and the police were called in. Officer Gurlalski did tell the Committee what had happened when he was called there and stated that the bar was then shut down. Erin was issued a citation. Michelle Brueggen, her employer, stated that she was aware of what happened but would still like to have Erin get her license back. **A motion was made by Alli Karrels and seconded by Kevin Brueggeman to approve the license for Erin Schultz. Motion was not carried so no action was taken to reverse the previous decision of denial of her license.**

**A motion was made by Ed Lukasek and seconded by Alli Karrels to approve the "Class A" retail Liquor, Class "A" Beer and Cider License transfer for Kwik Trip #318 located at 1014 S. Black River Street. Motion carried 4-0.**

**A motion was made by Ed Lukasek and seconded by Kevin Brueggeman to approve the Cigarette license transfer for Kwik Trip #318 located at 1014 S. Black River St. Motion carried 4-0.**

Page 2 – Public Safety – September 12, 2016

**A motion was made by Kevin Brueggeman and seconded by Alli Karrels to recommend this item of a Fall Festival/Oktoberfest beer or wine tasting to Council for discussion or approval. Motion carried 4-0.**

There were no items mentioned for future consideration.

**A motion was made by Kevin Brueggeman and seconded by Ed Lukasek to adjourn at 5:52 p.m. Motion carried 4-0.**

Respectfully Submitted,

Julie Hanson  
City Clerk

# Sparta Police Department

## Monthly Report



September 2016

***Activity Report:***

During the month of September t the Sparta Police Department responded to 1295 calls for service, issued 179 traffic citations, arrested 9 people for Operating While Under the Influence and made 241non-traffic related arrests. Overall activity level was lower when compared with the prior year.

***Index Crimes:***

**Part I Offenses Reported:**

Homicide: <b>0</b>	Sex Offense: <b>2</b>	Assault: <b>0</b>	Burglary: <b>5</b>
Theft: <b>35</b>	Motor Vehicle Theft: <b>4</b>	Arson: <b>0</b>	Robbery: <b>0</b>

**Part II Offenses Reported:**

Fraud: <b>16</b>	Criminal Damage: <b>16</b>	Drug: <b>12</b>
Domestic: <b>4</b>	Disorderly: <b>7</b>	Weapons: <b>3</b>

**Part III Traffic Offenses Reported:**

Crashes: <b>30</b>	Traffic Complaints: <b>23</b>	Traffic Stops: <b>294</b>
Parking Complaints: <b>29</b>	Parking Tickets Issued: <b>30</b>	

**Part IV Incidents:**

Alarms: <b>13</b>	Mental: <b>5</b>	Suspicious: <b>59</b>	Open door/window: <b>2</b>
Warrants: <b>15</b>	Noise: <b>7</b>	911 hang up: <b>23</b>	Animal: <b>25</b>

## Citations & Arrests

Traffic: **179**

Non-Traffic: **241**

Speed Related	<b>16</b>	Bail Jumping	<b>28</b>
Traffic Signs & Signals	<b>2</b>	Battery	<b>9</b>
Driver License Violations	<b>32</b>	Burglary	<b>6</b>
Vehicle Registration	<b>16</b>	Disorderly Conduct	<b>31</b>
OMVWI/PAC	<b>13</b>	Obstructing/Resisting	<b>16</b>
Insurance	<b>38</b>	Drug Related	<b>41</b>
Seat Belts	<b>31</b>	Theft	<b>20</b>
All Others	<b>31</b>	Underage Drinking	<b>2</b>
		Curfew	<b>0</b>
		Truancy	<b>3</b>
		All Others	<b>85</b>

## Chief's Report

### Training:

- The Combined Tactical Unit conducted training in Sparta.
- Officer Grones completed Field Training Officer (FTO) course.
- Lt. Nottestad is attending a Command College leadership course.
- Lt. Nottestad attended training in Fair & Impartial Policing.
- Lt. Nottestad attended a Tactical Fitness Instructor course.
- Lt. Nottestad attended a First Line Supervisor Instructor course.

### Events:

- K-9 Officers participated in the Kwik Trip Grand Opening and received a \$1000.00 donation to Sparta Police K-9 program.

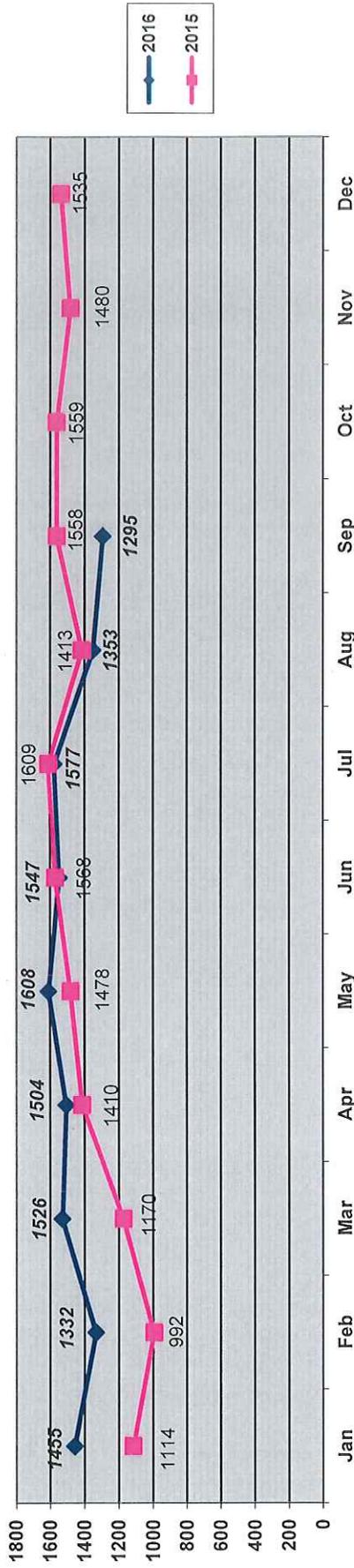
### Anniversaries:

- Marc Nelson completed 11 years of service with SPD.

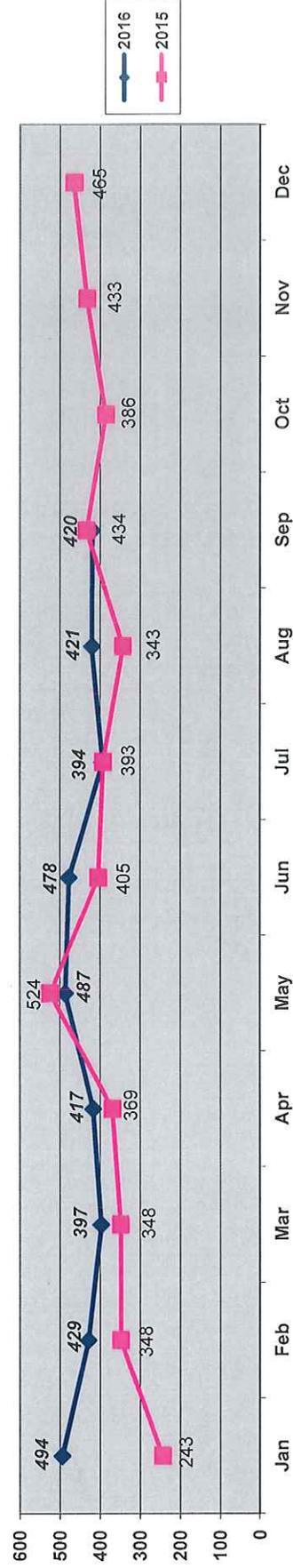
### Code Enforcement:

- New Complaints – **12**
- Site visits and/or pictures taken – **31**
- Complaints resolved – **15**
- Warning letters sent – **11**
- Citations Issued – **5**

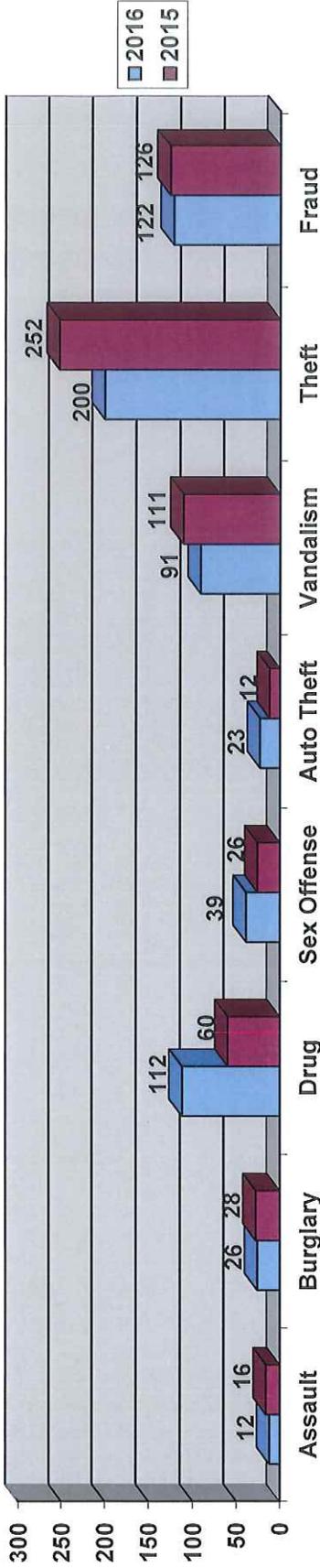
## 2015/2016 Year to Date Calls for Service



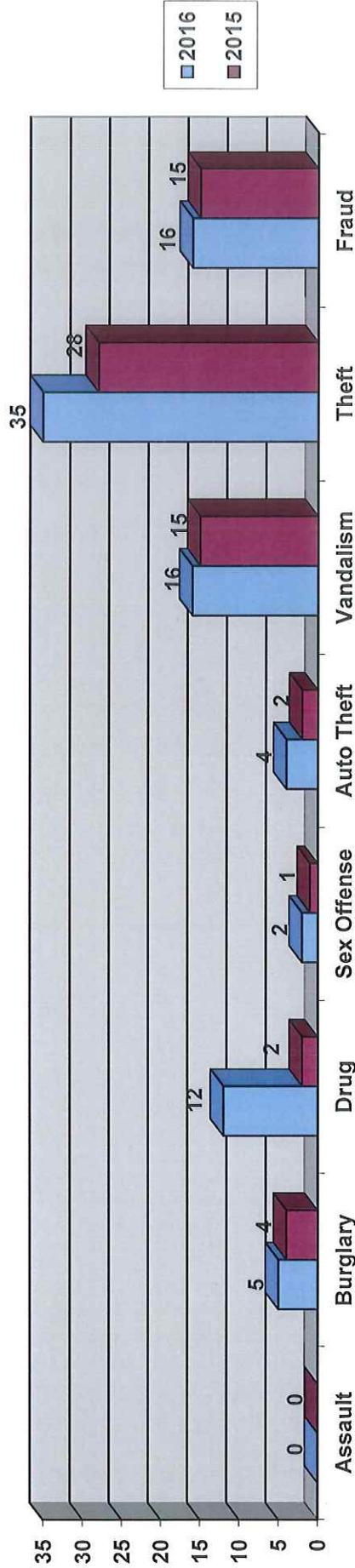
## 2015/2016 Year to Date Citations & Arrests



### Year to Date Major Crime Comparison Running Total 2015/2016

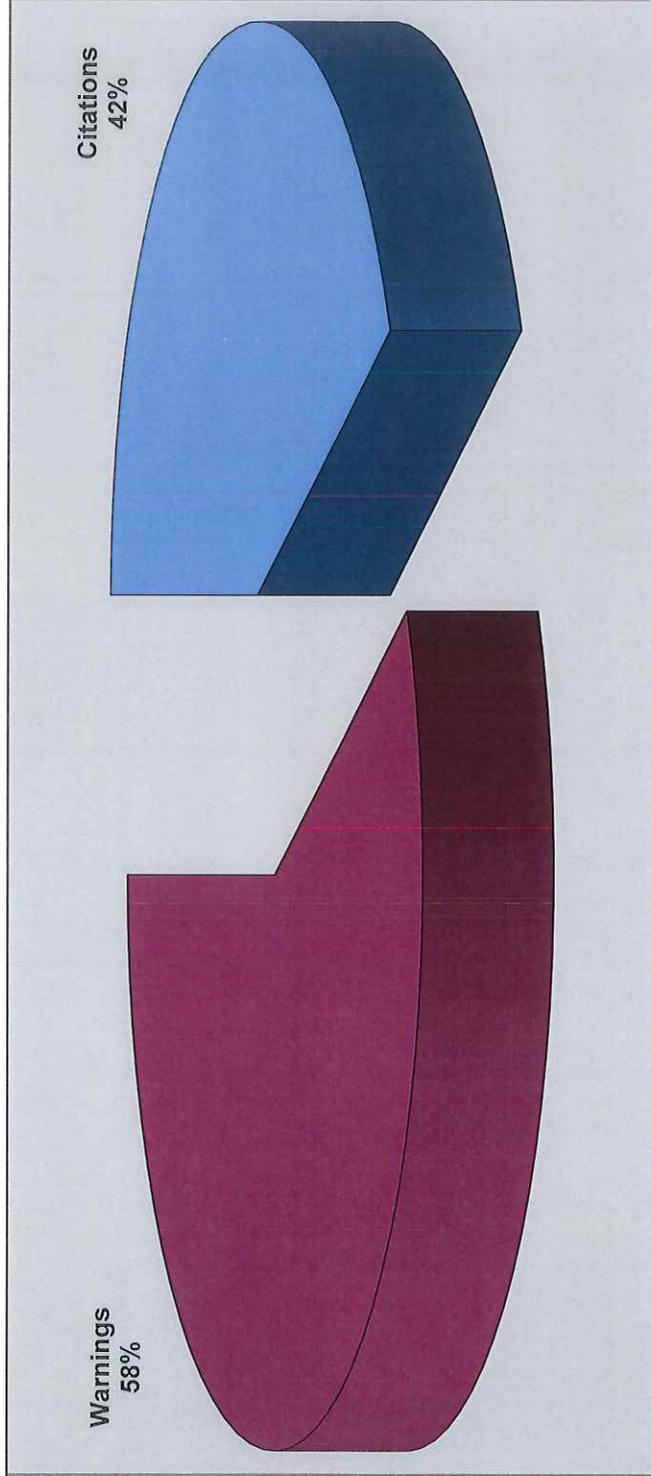


### Major Crime Comparison September 2015/2016



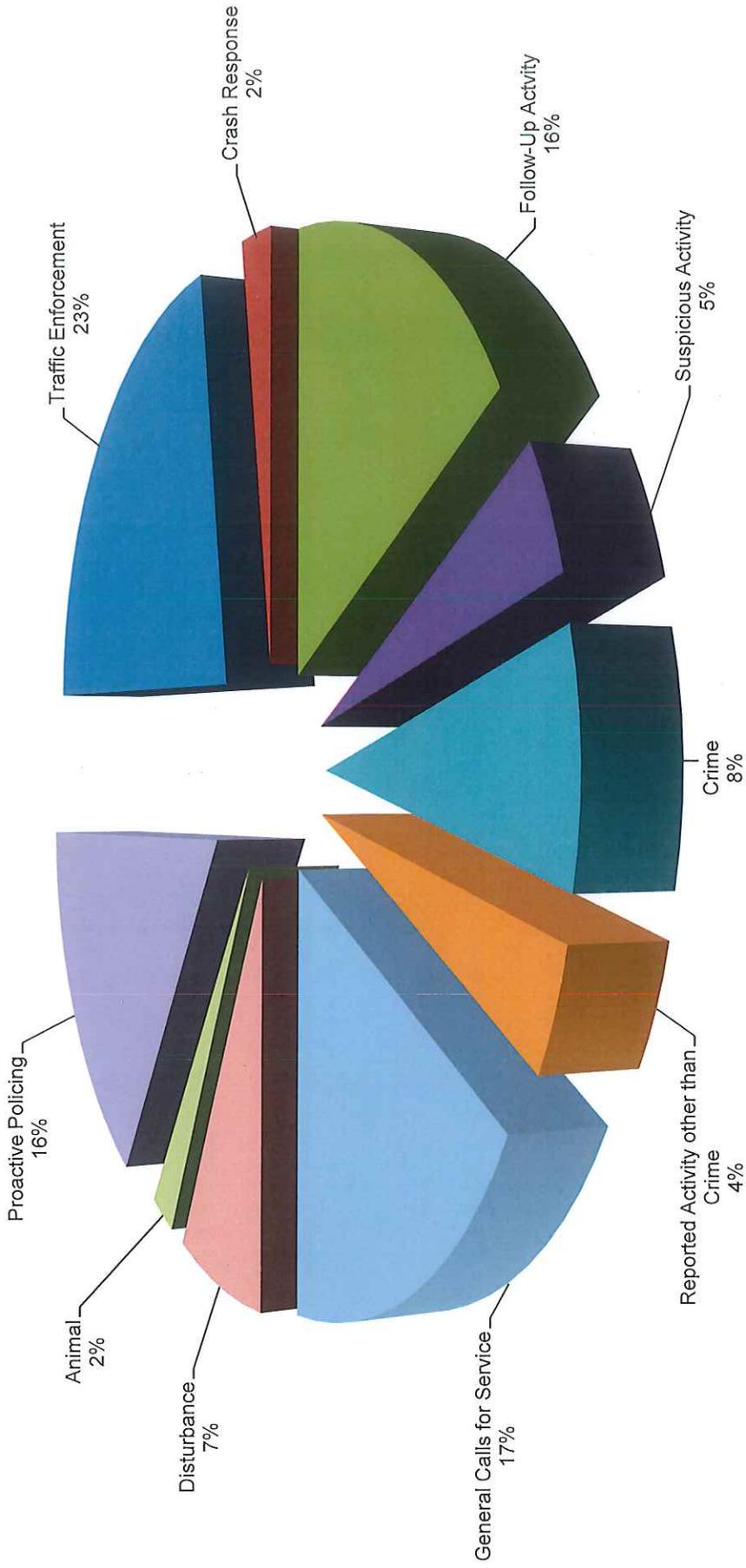
September 2016 Traffic Stops  
Warnings/Citations Comparison \*

Traffic Stops



\* Data does not take into account multiple citations issued on a single stop.

# September 2016 Allocation of Police Services



**SPARTA POLICE DEPARTMENT**

**Monthly Generated Income Report to the Common Council**

**Report for September 2016**

<b>PARKING TICKETS:</b>	<b>TOTALS:</b>
Monthly Total	\$955.00

<b>GENERAL FUNDS:</b>	
Direct Seller's Permit & Copy Fees	\$103.32

<b>OTHER INCOMES:</b>	
State of Wisconsin - Reimbursement for Training	\$2,880.00
<b>Total Revenue</b>	<b>\$3,938.32</b>
<b>Less Amount Paid Directly or Previously Deposited to City Hall</b>	<b>\$0.00</b>
<b>Less Parking Amount Paid Directly to City Hall</b>	<b>\$0.00</b>
<b>Less Parking Paid by Tax Intercept</b>	
<b>Less Parking Paid by Credit Card &amp; PayPal</b>	<b>\$290.00</b>
<b>TOTAL DEPOSIT</b>	<b>\$3,648.32</b>

Highlighted lines indicate previously deposited with City hall with the exception of parking tickets which is indicated on 3rd to last line.

Transaction

09/13/2016 through 10/11/2016

10/17/2016

Date	Account	Num	Description	Memo	Tag	Amount
<b>Equipment Computers 539</b>						
09/15/2016	Equipment Computers 539		Coulee Tech Link	ICAC Computer	Invoice	-779.95
<b>Equipment Radio Other 540</b>						
09/26/2016	Equipment Radio Other 5...		Activedogs	Cage/Installation	Check	-4,348.95
<b>Equipment Squads 531</b>						
09/26/2016	Equipment Squads 531		Activedogs	Narcotics safe kit	Check	-285.98
<b>Gas &amp; Oil 371</b>						
09/15/2016	Gas & Oil 371		Kwik Trip		Invoice	-2,269.16
09/26/2016	Gas & Oil 371		Andrew Kuen	Reimburse on paycheck - travel to M...	Reimburse...	-36.55
09/23/2016	Gas & Oil 371		Exxon Mobil	Gas in Edgerton	Credit Card	-22.91
10/10/2016	Gas & Oil 371		Emilee Nottestad	Reimburse on paycheck - PEP Traini...	Reimburse...	-191.16
<b>K-9 Donation</b>						
10/03/2016	K-9 Donation		Kwik Trip	Donation from KT	Check	1,000.00
09/21/2016	K-9 Donation	G108657	Robert Badertscher	Kaiser Certification	Check	-229.60
<b>Office Supplies 310</b>						
10/05/2016	Office Supplies 310	16331	Staples		Invoice	-144.34
09/26/2016	Office Supplies 310		Wal-Mart	New Statement - 2 receipts	Credit Card	-45.38
<b>Operating 340</b>						
09/15/2016	Operating 340	37778275	RIPP Distributing Company, Inc Rental		Invoice	-40.00
09/15/2016	Operating 340	37778276	Staples		Invoice	-136.74
09/15/2016	Operating 340	37778277	Staples		Invoice	-32.97
09/26/2016	Operating 340	37778278	Uline	Gloves	Invoice	-135.02
10/05/2016	Operating 340	37778279	Tracker Products LLC	Ink/Labels	Invoice	-189.55
10/05/2016	Operating 340	37778280	Staples		Invoice	-114.91
10/05/2016	Operating 340	37778281	Uline	CD Envelopes	Invoice	-185.49
09/15/2016	Operating 340		Davis & Stanton	Uniform Bars	Credit Card	-24.00
09/15/2016	Operating 340		K9 Tactical Gear	Harness for Kaiser	Credit Card	-119.70
09/15/2016	Operating 340		USPS	Certified Letters	Credit Card	-26.23
09/15/2016	Operating 340		USPS	Certified Letters	Credit Card	-11.94
09/15/2016	Operating 340		USPS	Certified Letters	Credit Card	-57.58
09/15/2016	Operating 340		USPS	Certified Letters	Credit Card	-19.27
09/15/2016	Operating 340		USPS	Certified Letters	Credit Card	-15.78
09/15/2016	Operating 340		K9 Elite	Leads for Kaiser	Credit Card	-118.97
09/15/2016	Operating 340		USPS	Certified Letters	Credit Card	-6.70
09/15/2016	Operating 340		USPS	Certified Letters	Credit Card	-6.70
09/15/2016	Operating 340		USPS	Certified Letters	Credit Card	-11.25
09/15/2016	Operating 340		MCHS - Franciscan Healthcare	Multiple Blood Draws	Invoice	-106.50

# Transaction

09/13/2016 through 10/11/2016

10/17/2016

Date	Account	Num	Description	Memo	Tag	Amount
09/15/2016	Operating 340		PEI	PEP Billing	Invoice	-200.00
09/15/2016	Operating 340		Wisconsin Chiefs Of Police As...	Police Exams	Invoice	-177.50
09/26/2016	Operating 340		Andrew Kuen	Reimburse on paycheck - Interviews/...	Reimburse...	-33.22
09/26/2016	Operating 340		Wal-Mart	New Statement - 4 receipts	Credit Card	-25.42
10/05/2016	Operating 340		Paul's Towing	16-1420	Invoice	-165.00
10/05/2016	Operating 340		USPS	Certified Letters	Credit Card	-8.05
10/05/2016	Operating 340		USPS	Certified Letters	Credit Card	-3.98
10/05/2016	Operating 340		USPS	Certified Letters	Credit Card	-15.50
10/05/2016	Operating 340		USPS	Certified Letters	Credit Card	-26.23
10/05/2016	Operating 340		USPS	Certified Letters	Credit Card	-31.35
10/05/2016	Operating 340		USPS	Certified Letters	Credit Card	-5.12
10/05/2016	Operating 340		Personnel Evaluation		Credit Card	-299.00
10/05/2016	Operating 340		Phazzer Store	Demo Phazzer	Credit Card	-25.00
09/13/2016	Operating 340	B239620	The Hardware Store	Ceiling bulbs	Invoice	-121.36
09/15/2016	Operating 340	CNIN8640...	EO Johnson		Invoice	-187.00
10/05/2016	Operating 340	CNIN8640...	EO Johnson		Invoice	-187.00
10/05/2016	Operating 340	SI114840	Noble Industries Supply Corp	Disinfectant Wipes	Invoice	-322.94
<b>Physical Exams 392</b>						
09/15/2016	Physical Exams 392	115407	Sparta Small Animal Veterinar...	Larz	Invoice	-32.70
10/05/2016	Physical Exams 392	115408	Sparta Small Animal Veterinar...	Kaiser	Invoice	-110.27
<b>Pubs Sem Dues 320</b>						
09/15/2016	Pubs Sem Dues 320		Hyatt Regency	Kuderer - WI Chiefs Assn	Credit Card	-237.00
09/15/2016	Pubs Sem Dues 320		Hyatt Regency	Nottestad - WI Chiefs Assn	Credit Card	-240.15
10/05/2016	Pubs Sem Dues 320		Fox Valley Technical College	FTO Certification training - Grones		-415.00
10/05/2016	Pubs Sem Dues 320		Stoney Creek	Used City of Sparta card	Credit Card	-246.00
10/05/2016	Pubs Sem Dues 320		Culvers		Credit Card	-5.58
10/05/2016	Pubs Sem Dues 320		Culvers		Credit Card	-40.03
10/05/2016	Pubs Sem Dues 320		Radisson Paper Valley Hotel		Credit Card	-246.00
10/10/2016	Pubs Sem Dues 320		Emilee Nottestad	Reimburse on paycheck - PEP Traini...	Reimburse...	-14.90
10/10/2016	Pubs Sem Dues 320		Justin Grones	Reimburse on paycheck - FTO Certif...	Reimburse...	-62.73
<b>Repair &amp; Maintenance 240</b>						
09/15/2016	Repair & Maintenance 240	525029628	Arnold's Service And Towing	Tires mounted and balanced	Invoice	-94.00
09/26/2016	Repair & Maintenance 240	525029629	Ledegar Roofing	Water leak on roof	Invoice	-281.44
09/26/2016	Repair & Maintenance 240	525029630	Arnold's Service And Towing	Belt in #42	Invoice	-122.15
09/15/2016	Repair & Maintenance 240		Goodyear Auto Service Center	Tires	Credit Card	-572.48
<b>Shooting 341</b>						
09/15/2016	Shooting 341		Rock River Arms		Credit Card	-31.40
<b>Telephone 391</b>						
09/15/2016	Telephone 391					-547.48

# Transaction

09/13/2016 through 10/11/2016

10/17/2016

Date	Account	Num	Description	Memo	Tag	Amount
09/26/2016	Telephone 391		CenturyLink		Invoice	-545.31
09/26/2016	Telephone 391		CenturyLink		Invoice	-2.17
<b>Uniforms 393</b>						
09/15/2016	Uniforms 393	5807031	LA Police Gear, Inc		Credit Card	-373.99
09/15/2016	Uniforms 393	5807032	LA Police Gear, Inc		Credit Card	-149.06
10/05/2016	Uniforms 393	5807033	Galls		Invoice	-123.95
10/05/2016	Uniforms 393	5807034	Galls		Invoice	-90.94
10/05/2016	Uniforms 393	5807035	LA Police Gear, Inc		Credit Card	-190.92
10/05/2016	Uniforms 393	5807036	LA Police Gear, Inc		Credit Card	-187.49
09/15/2016	Uniforms 393		Handcuff Warehouse	Grones	Credit Card	-124.95
09/15/2016	Uniforms 393		215 Gear Store		Credit Card	-38.04
10/05/2016	Uniforms 393		P&P Products	Seubert Hat	Invoice	-17.95
<b>OVERALL TOTAL</b>						<b>-15,143.55</b>

# Parking Summary By Ordinance

## Sparta Police Department

From 09/01/2016 To 09/30/2016

<i>Ordinance Description</i>	<i>Current Month</i>	<i>Fine Total</i>	<i>Year To Date</i>	<i>Sa.</i>
Alternate	0	\$0	31	
Excess of 48 Hours	3	\$45	27	
Handicapped	0	\$0	2	
No 2:00 am - 6:00 am	10	\$150	48	
No Parking Anytime	2	\$30	11	
No Truck or Van	0	\$0	7	
Overnight Parking	2	\$30	9	
Residential Parking	1	\$15	1	
Restricted	2	\$30	43	
School Zone	0	\$0	1	
State Traffic Parking	1	\$15	8	
Two Hour	9	\$135	11	
<b>Totals:</b>	<b>30</b>	<b>\$450</b>	<b>199</b>	

### Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 10-19-16

Town  Village  City of SPARTA

County of MONROE

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning NOV 25, 2016 and ending DEC 11, 2016 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →
- Bona fide Club
  - Church
  - Lodge/Society
  - Chamber of Commerce or similar Civic or Trade Organization
  - Veteran's Organization
  - Fair Association

(a) Name SPARTA AREA CHAMBER OF COMMERCE

(b) Address 111 MILWAUKEE ST SPARTA WI 54656  
(Street)  Town  Village  City

(c) Date organized JAN 1 1948

(d) If corporation, give date of incorporation JAN 1 1972

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President RYAN TILNER

Vice President DAW ARNOT

Secretary \_\_\_\_\_

Treasurer WAIT WEIKAND

(g) Name and address of manager or person in charge of affair: Tom Hyman

### 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 120 N. WAKE ST

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? OUT DOOR VENUE

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

### 3. Name of Event

(a) List name of the event KRISKINDIMARKT

(b) Dates of event NOV 25, 26 DEC 2, 3, 9/10

### DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

SPARTA AREA CHAMBER OF COMMERCE  
(Name of Organization)

Officer [Signature] 10/18/16  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Date Filed with Clerk \_\_\_\_\_

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

## LICENSES AND PERMITS 12.12(6)a

- (a) Each of the premises upon which the business of junk dealer is carried on shall be completely enclosed by a property fence or other structure, approved by the Council, not less than 7 feet high.
- (b) Each fence or other structure shall be constructed so no dust or other material may pass through.
- (c) The enclosure shall be maintained in good condition at all times.
- (d) No articles shall be piled so as to protrude above the enclosure.
- (e) No articles shall be placed on the outside of the enclosure.
- (f) The fence, structure or building shall be painted in a uniform color and the paint shall be kept in proper condition at all times.
- (g) There shall be no burning of any type.
- (h) There shall be no storage of unprocessed car bodies.
- (i) There shall be no storage of any materials emitting offensive odors.

The licensee shall comply with any rules or regulations prescribed by the Health Officer for the conduct of the junk or salvage yard.

### 12.13 FILLING STATIONS.

- (1) LICENSE REQUIRED. No person shall erect or maintain any bulk storage station or petroleum or gasoline service station within the City without a license therefor obtained from the City Council under this section.
- (2) APPLICATION. Application for a license hereunder shall be made to the City Council on a form furnished by the City Clerk. Such application shall be accompanied by site plans showing the location of all proposed structures and all points of ingress and egress and such other information as may be required by the City Council.
- (3) HEARING. A license hereunder may be granted or denied by the City Council after a public hearing, notice of which shall be given by publication of a Class 1 notice under Ch. 985, Wis. Stats.

### 12.14 KEEPING PETS/ANIMALS. (Am. #874, 10/15/2013)

## LICENSES AND PERMITS 12.14(1)

- (1) No person shall keep a rooster, horse, mule, donkey, pony, cow, goat, swine, sheep, or animal raised for fur-bearing purposes within the city, except of agriculturally zoned property.
- (2) No exotic animals shall be housed, quartered, stabled, pastured, kept, or in any manner maintained within the city limits except temporarily during special events or as otherwise specifically approved by the city council. Animals prohibited by this section include any animal that in wild state is carnivorous or that, because of its nature or physical makeup, is capable of inflicting harm on human beings or property, including, but not limited to, animals that belong to the cat family, snakes (either poisonous or that otherwise present a risk of physical harm to human beings as a result of their nature or physical makeup, including constrictors), bears, wolves, wolverines, badgers, lions, tigers and any hybrids of the same.

### (3) BEEKEEPING (Created #921, 6/2016)

#### (a) Definitions

1. "Beekeeping" means intentionally creating, fostering or maintaining a colony of honeybees.
2. "Colony" means an aggregate of honeybees consisting principally of workers, but having when perfect, one queen and at times many drones including brood, combs, honey and the receptacle inhabited by honeybees.
3. "Hive" shall mean a structure built specifically to accommodate a colony of honeybees
4. "Honeybee" means all life stages of the common domestic honey bee, *Apis mellifera* species

#### (b) Residential & General Agricultural Zoning Districts

1. Hives may be located only on lots with residential use.
2. Colony densities:
  - (a)  $\frac{1}{4}$  acre or less in size – two colonies
  - (b) More than  $\frac{1}{4}$  acre but less than  $\frac{1}{2}$  acre – four colonies
  - (c) More than  $\frac{1}{2}$  - six colonies maximum
3. No hive shall exceed twenty (20) cubic feet in volume.
4. No hive shall be located closer than three (3) feet from any property line.
5. No hive shall be located closer than ten (10) feet from a public sidewalk or twenty-five (25) feet from a principal building on an abutting lot.
6. A constant supply of water shall be provided for all hives.
7. A flyway barrier at least six (6) feet in height shall shield any part of a property line that is within twenty-five (25) feet of a hive. The flyway barrier shall consist of a wall, fence, dense vegetation or a combination thereof and it shall be positioned no more than eight feet from the hive.