



**AGENDA
CITY OF HARRISONVILLE
PUBLIC SAFETY COMMITTEE
REGULAR MEETING
CITY HALL
MARCH 3, 2014
6:00 PM
AMENDED**

- 1. Call to Order**
 - A. Roll Call**
- 2. Approve Minutes**
 - A. Public Safety Committee - Regular Meeting - Nov 18, 2013 6:00 PM**
 - B. Public Safety Committee - Regular Meeting - Jan 20, 2014 6:00 PM**
- 3. Agenda Items**
 - A. EMS 2014 Budget Objective Update**
 - B. PD Update on Budget Objectives**
 - C. 2014 Annual Stats from PD**
 - D. LEXINGTON TWO WAY TRAFFIC****
- 4. General Discussion**
- 5. Adjournment**

This meeting will be open to the public.

Posted on City Hall Bulletin Board this 28th day of February, 2014

Kim Hubbard, City Clerk



**MINUTES
CITY OF HARRISONVILLE
PUBLIC SAFETY COMMITTEE
REGULAR MEETING
CITY HALL
NOVEMBER 18, 2013
6:00 PM**

1. Call to Order

The meeting was called to order at 6:03 PM by Chair Bret Reece

Attendee Name	Title	Status	Arrived
Kevin Wood	Member	Present	
Doug Meyer	Member	Present	
Stacey Dahlman	Member	Present	
Marcia Milner	Alternate	Absent	
David Dickerson	Member	Present	
Bret Reece	Chair	Present	

Also Attending: Alderman Morris Coburn, City Administrator Keith Moody, Finance Director Mike Tholen, Chief of Police John Hofer, Public Information Office & Deputy City Clerk, Sheryl Stanley, recording.

2. Approve Minutes

- A. Public Safety Committee - Regular Meeting - Oct 28, 2013 6:00 PM - Accepted**

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Kevin Wood, Member
SECONDER:	David Dickerson, Member
AYES:	Wood, Meyer, Dahlman, Dickerson, Reece
ABSENT:	Marcia Milner

3. Agenda Items

- A. Discussion of Pre-Pay Gas Resolution Policy -**

The committee discussed public reaction to Council Bill 59/ Resolution 036-13, which was passed in September and which stipulates police will not respond to calls about gas drive-offs if stations do not have a pre-pay system in place. Chief Hofer said an officer has visited each gasoline vendor in town to inform them of the new ordinance and only Casey's has expressed concern. Mr. Norman Jones is the only citizen who has complained about the new requirement.

In the discussion, Alderman Dickerson said he has had numerous calls and discussions with residents who are opposed to Resolution 036-13. He reiterated his disapproval with the resolution, saying it is one of the basic services of the police department to stop theft, that to require pre-pay is to punish the law-abiding, and that the city is getting a reputation for being unfriendly by passing such legislation.

City Administrator Keith Moody said the measure is largely preventative, and Mayor Wood said it is not an efficient use of resources to ask police to apprehend those who leave without paying for fuel if the vendor does not intend to prosecute.

Mr. Norman Jones addressed the group saying the new resolution is confusing and takes away his right to choose. He said he is now driving out of his way to buy gas elsewhere.

After further discussion, Mayor Wood moved Council Bill 59/Resolution 036-13 be upheld as passed. Stacey Dahlman seconded. Motion passed with all members voting Aye, except Aldermen Dickerson who abstained.

4. General Discussion

Under general discussion, Chief Hofer said that with the completion of the new police building, the aldermen may wish to consider making Lexington a two-way street in that block and rescind the No Parking on the west side of Lexington. He also suggested closing Tabb Alley from City Hall to Lexington Street.

Mayor Wood said we would need input from Town & Country and EMS on those issues before making a decision.

5. Adjournment

The meeting was closed at 6:51 PM

Kevin Wood moved the meeting be adjourned and Stacey Dahlman seconded. Motion carried unanimously. Meeting adjourned at 6:51 p.m.

Submitted by:

Sheryl Stanley, PIO & Deputy City Clerk

Submitted by

Kim Hubbard, City Clerk

Kevin Wood, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Kim Hubbard, City Clerk

Minutes Acceptance: Minutes of Nov 18, 2013 6:00 PM (Approve Minutes)



DRAFT
MINUTES
CITY OF HARRISONVILLE
PUBLIC SAFETY COMMITTEE
REGULAR MEETING
CITY HALL
JANUARY 20, 2014
6:00 PM

1. Call to Order

The meeting was called to order at 6:00 PM by Chair Bret Reece

Attendee Name	Title	Status	Arrived
Kevin Wood	Member	Present	
Doug Meyer	Member	Present	
Stacey Dahlman	Member	Late	6:45 PM
Marcia Milner	Alternate	Late	6:03 PM
David Dickerson	Member	Present	
Bret Reece	Chair	Present	

Others present: City Administrator Keith Moody, Emergency Service Director Larry Francis, Police Chief John Hofer, Public Information Officer Sheryl Stanley, Finance Director Mike Tholen, and Assistant Public Works Director Eric Patterson.

2. Approve Minutes

A. Public Safety Committee - Regular Meeting - Oct 28, 2013 6:00 PM - Accepted

Minutes were approved.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Kevin Wood, Member
SECONDER:	David Dickerson, Member
AYES:	Kevin Wood, Doug Meyer, David Dickerson, Bret Reece
ABSENT:	Stacey Dahlman, Marcia Milner

3. Agenda Items

A. Ambulance Vehicle Analysis - Recommended

(Alderman Milner arrived at 6:03pm)

Mr. Moody reported there was not a lot of consistency among departments, shared the cost of ownership and how we compare to other entities like the City of Liberty and the City of Coral Springs, FL. Mr. Moody also reviewed the type of vehicles that are used in municipal, private and rural agencies.

Alderman Dickerson inquired if Mr. Moody had contacted the hospital in Clinton and Mr. Moody stated he had not. Director Francis was asked what he knew about the ambulance service in Clinton and Director Francis stated the ambulance service was owned by the hospital. Mr. Moody reviewed the rural ambulance services he had contacted and that a number of those agencies had many transfers.

Mr. Moody stated that his recommendation was to add a Type 2 ambulance (van) to the fleet as a pilot program for 2014 which would be used to transport patients and not as an emergency response unit.

Alderman Reece stated he thought a pilot program was a great idea.

Mayor Wood asked Director Francis what his thoughts were. Director Francis stated he was okay with using a Type 2 for non-emergency transfers but would be concerned if the scope of practice expanded past the non-emergency transfers.

Discussion took place regarding the replacement of three (3) engines that have taken place in a short amount time and noted it could be because we had early models and all of the bugs had not been worked out.

It was also noted that there are no funds in the 2014 budget and this would need to go to the Board.

The recommendation of the Committee was to move forward on purchasing a used Type 2 vehicle and bring the matter before the Board of Aldermen

Alderman Dickerson inquired on the amount of vehicle maintenance provided by the staff. Director Francis stated it was minor maintenance such as checking fluids and oil change. Director Francis also noted the department is working on a maintenance program with Masters.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Kevin Wood, Member
SECONDER:	Doug Meyer, Member
AYES:	Wood, Meyer, Milner, Dickerson, Reece
ABSENT:	Stacey Dahlman

B. Firefighting Turnout Gear - Recommended

Director Francis reviewed the bids that were received and reported staff's recommendation was to go with Feld.

Minutes Acceptance: Minutes of Jan 20, 2014 6:00 PM (Approve Minutes)

This was approved to go before the Board of Aldermen.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Kevin Wood, Member
SECONDER:	David Dickerson, Member
AYES:	Wood, Meyer, Milner, Dickerson, Reece
ABSENT:	Stacey Dahlman

C. 2013 Public Safety Services Budget Objective (D3) Update -

Chief Hofer gave an update on the 2014 Budget Objective (D3). The following items were reviewed, Text a Tip, Compliance Checks, Drug Unit. Chief Hofer also reported that the program presented to businesses for detecting counterfeit bills was well received and that this past weekend a \$100 bill was detected and the individual(s) were arrested.

D. Annual review -

Director Francis reviewed the report which was included in the committee packets. It was noted that total calls for service have increased from 2012 by 225 and there are more calls during the day than night. There was also discussion regarding the reduction in mutual aid and that it is thought to be that entities are adding more staff.

4. General Discussion

None.

5. Adjournment

The meeting was closed at 6:52 PM

Alderman Dickerson moved to adjourn, Mayor Wood seconded and it was approved by a voice vote.

Submitted by

Kim Hubbard, City Clerk



City of
Harrisonville^{est. 1836}
STAFF REPORT

TO: Public Safety Committee
FROM: Larry Francis, Director
DATE: February 25, 2014
SUBJECT: EMS 2014 Budget Objective Update

Type of Item: Report

2014 Budget Objectives Update:

There are 4 Objectives for the Emergency Services Department this year. The description and progress are as follows:

B-3 Turnout Gear (\$22,000):

This objective is the second part of a three part replacement plan. The first part was completed in 2013. On January 22, 2014 the Board of Alderman approved the purchase of the second set of gear from Feld Equipment for \$17,532.00. This project is \$4,468.00 under budget. The staff members that will be receiving the new gear will be measured on the 7th of February. The manufacture time is about 4-6 weeks.

B-4 Business Office Lighting Replacement (\$3000):

This objective is to replace the florescent lighting in the business office area of the department. The current lighting is getting expensive to replace the bulbs and the transformers in the fixture. We are currently seeking remedies to install conversion kits instead of replacing the entire fixture. As of today (02-25-2014), this objective has been completed. I do not have the final numbers, however it will be under budget.

C-3 Citizen's Fire Academy (\$5000):

This program is set to begin in September and end in October. Advertisement of the class is underway. Class schedule and content is nearing final completion. As soon as the dates are set they will be sent out to the Board of Aldermen.

E-2 Uniform Coats (\$3,500):

This project is to purchase uniform coats for the employees. The coats that were selected were reviewed by the staff and sizes were selected. This project was completed on 1-27-2014 and the coats are in service. The total cost of the objective was \$1,666.09 and is \$1,833.91 under budget.

A. Discussion Item (ID # 1330)

EMS 2014 Budget Objective Update



City of
Harrisonville^{est. 1836}
STAFF REPORT

TO: Public Safety Committee
FROM: John Hofer, Director
DATE: February 25, 2014
SUBJECT: PD Update on Budget Objectives

Type of Item: *Report*

The 2014 City of Harrisonville budget included funding to establish a Crime Control Unit (Objective C-1), provide for In-service training (Objective C-2), and for the purchase of furniture for the new PD (Objective E-1). Below is a brief update on each objective.

Crime Control Unit- As stated previously the majority of the equipment that was needed to get the unit started was purchased within the 2013 budget. The 10 officers participating on the unit have attended an introductory meeting and begun their work. The unit is working under the direction of Lt. Prindle and Detective Shroyer. I continue to see an increase in enforcement efforts by on-duty officers to address drug related crimes. Additionally, I remind you that this is going to take time to start seeing large results. Think of it more as a marathon than a sprint. In an effort to continue to decrease our crime index.

In-Service Liability Training- we will conduct training during the last three quarters of 2014, to stay within our \$21,000 budget. Lt. Weddington is serving as the department's training coordinator and has been working on planning and scheduling training. To date limited funds have been spent on this objective and the first training will be in firearms and is scheduled for April.

New Office Furniture-As you are aware with prior Board approval we have agreed to purchase furniture for the offices from Scott Rice-Office Works for \$26,789.63. This furniture has been ordered with an expected delivery date of February 26th and a installation date of February 27, 2014. Additionally, the BOA has approved the purchase of conference room furniture in the amount of \$14,901.09 and this furniture is anticipated to be delivered on March 6th and set-up March 7, 2014. We have also ordered two cabinets (144" & 108") from Casework Innovations for the officer work room area in the amount of \$3,258.00. We will be contracting with a local contractor/builder to build storage cabinets in the evidence room for the amount of \$1,542.77. We have also ordered a projector for the conference room for \$699.99 and a mount for the projector for \$79.99. A cabinet with a stainless steel countertop is needed for the evidence prep area and the countertop has been ordered from a local company for \$300.00 to include installation. The cabinet has been purchased locally for \$452.82 and is being stored until the counter top, an room, are ready.

We estimate \$1000.00 for photos and other artwork which leaves a balance of \$975.69 for other odds and ends.

B. Discussion Item (ID # 1329)

PD Update on Budget Objectives



STAFF REPORT

TO: Public Safety Committee
FROM: John Hofer, Director
DATE: February 25, 2014
SUBJECT: 2014 Annual Stats from PD

Type of Item: *Report*

In review of the statistics for the five year period of 2009 through 2013 there are a few areas that I would like to point out. First of all, we continue to improve the accuracy of our statistical gathering by improving our data entry, elimination of duplicate entry categories, and improvements to software for data collection. For a smaller police agency we remain extremely busy. I would attribute some of that to our increased day time population in addition to an increase in traffic due to I-49. We saw a 34% increase in total police incidents in 2013 from the 2012 calculation as well as the 5 year average.

A lot of the increase in total police incidents is due to officer activity. In 2013 we implemented one new program and enhanced one existing program. Late in 2012 we implemented a business visit program. Each on duty patrol officer is required to stop by, and check in on, at least one assigned local business during their daily tour. We completed 282 of these visits after this program was implemented. Additionally, we enhanced the house watch program during 2013, when we started the sector program for patrol we started requiring each officer with a house on the house watch list in their sector to physically walk around and check each house daily. After the enhancement to this program we completed 317 more house watches in 2013 than 2012. I anticipate total police incidents to continue to increase as we continue to provide better serve and new programs to the people we serve.

In the traffic related activity graph the citations, to include warnings, and vehicle stops increased slightly in 2013. I anticipate these numbers remaining high as we have implemented the crime control unit in 2014. Vehicle unlocks remain consistent throughout the 5 year period with 639 in 2013 which equates to 1.75 unlocks per day. Unfortunately, motor vehicle crashes (MVCs) were at a 5 year high in 2013. I would attribute the majority of the increase to the harsher winter last year. I anticipate these numbers staying up for the next few years as history has shown us to have an increase in MVCs in years when we have significant road construction. In the next two years we have at least two major state highway projects scheduled.

The crime related activity graph shows a 19% decrease in property crimes from 2012 although it still remains above the 5 year average but trending down.

Animal control activity shows an increase over 50% in adoptions from 2012 and over a 90% increase in the last two years. Service calls to Peculiar continue to remain steady averaging between 8 and 9 calls per month over the past two years. The majority of animals euthanized continues to trend down. Please remember that the majority of animals euthanized at our shelter are do to health or temperament concerns.

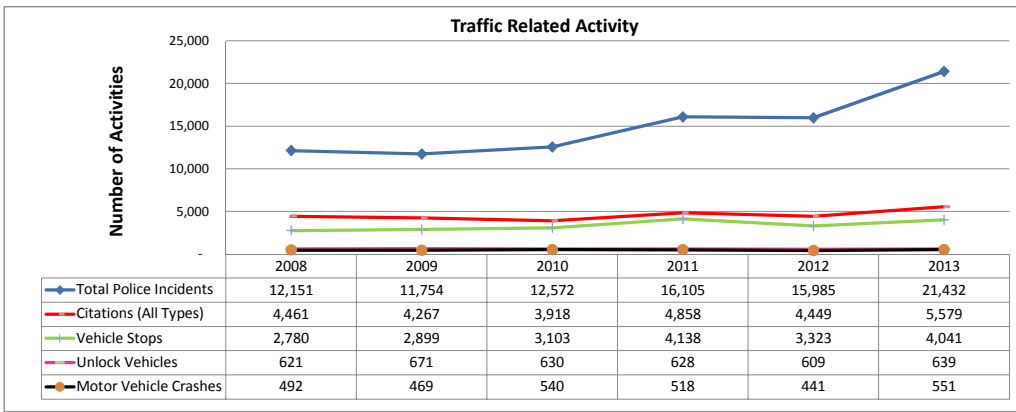
All in all I am pleased with these numbers, if you have any questions or concerns please feel free to contact me at the office.

C. Discussion Item (ID # 1328)

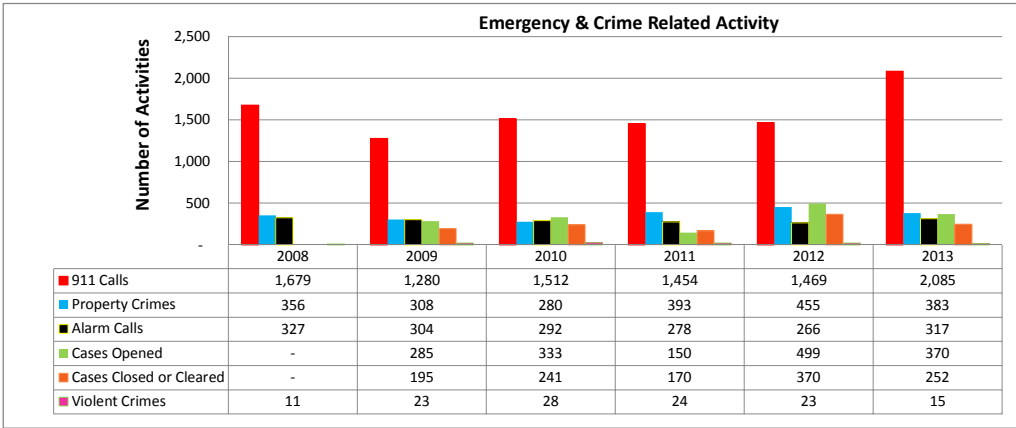
2014 Annual Stats from PD

Attachments:

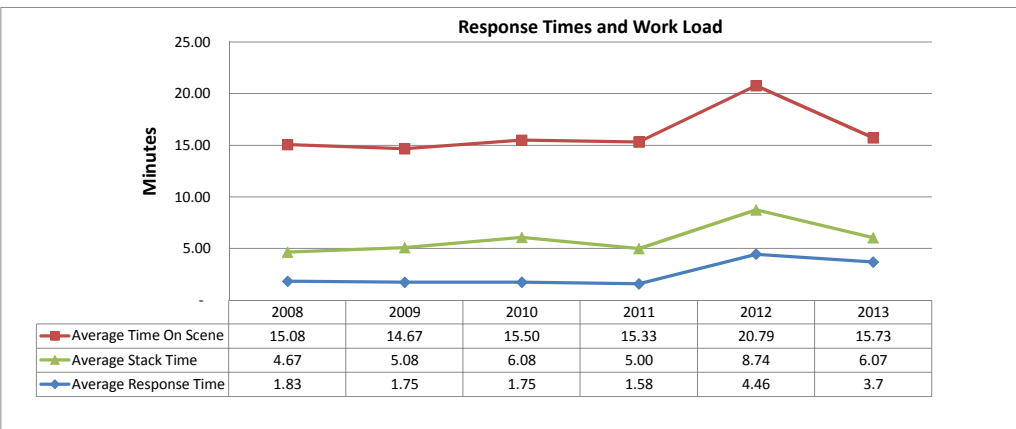
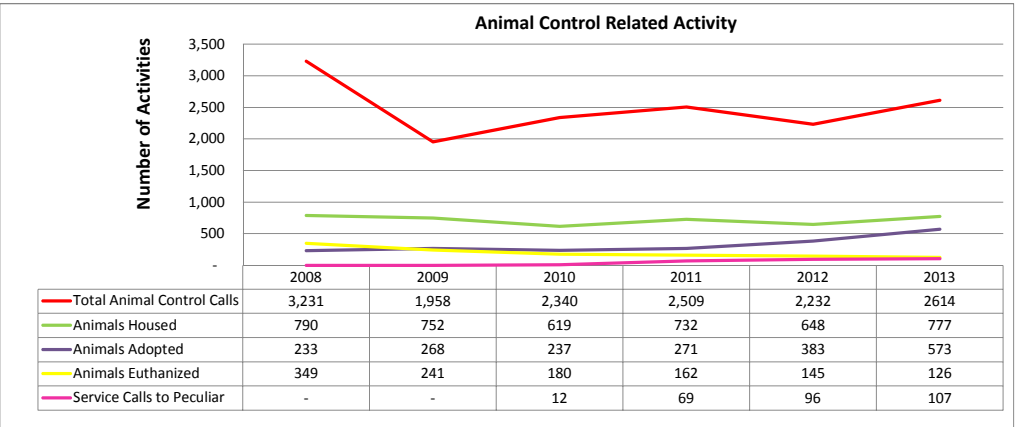
Police Annual Performance Data YE 2013 (PDF)



Total Police Incidents = The number of Police related incidents responded to
 Vehicle Stops = The number of vehicle stopped by the Police
 Motor Vehicle Crashes = The number of vehicle crashes, including private property, the Police respond to
 Unlock Vehicles = The number of vehicles unlocked free of charge by Police for our citizens and visitors
 Citations = The number of citations, including written warnings, issued by Police



911 Calls = The number of 911 calls received by dispatch, including Fire and EMS calls
 Violent Crimes = Violent Crime includes: murder and nonnegligent manslaughter, forcible rape, robbery, & aggravated assault
 Property Crime = Property Crime categories include: burglary, larceny-theft, motor vehicle theft, and arson
 Alarm Calls = The number of alarms, commercial and residential, responded to by Police
 Cases Opened= The number of active cases open by the Police Investigations Division
 Cases Closed or cleared= The number of cases disposed of through either prosecution or inactivity of the case



Average Response Time= The amount of time it takes an officer to respond to an incident. This number is computer generated
 Average Time on Scene= The amount of time an officer spends at an incidents location.
 Average Stack Time= The time before an officer is available for dispatch.



City of
Harrisonville^{est. 1836}
STAFF REPORT

TO: Public Safety Committee
FROM: Jerry Gibbs, Director
DATE: February 28, 2014
SUBJECT: LEXINGTON TWO WAY TRAFFIC

Type of Item: *Approval*

Background:

The new police facility driveway is located on Lexington Street between Pearl and Chestnut. This section of Lexington is one-way from Pearl Street to Chestnut. The driveway will require legal access from the south. The Transportation Committee discussed this topic on 3-24-11 prior to the decision to build the new Police Station. Issues were raised with the right turn on to the square, removing parking on the west side of Lexington and possible conflicts with Pearl Street traffic during the learning curve transition if the two-way is initiated.

Discussion:

The driveway is located close enough to the intersection to facilitate general and urgent access from the north to go against the traffic flow. A general map of the area is attached. The Police Department Driveway is located where the Parking emblem is located close to the barber's house. Chief Hofer and I reviewed the turning movement required at Lexington and Pearl when turning onto the square. The stop sign will need to be located on the north side of the sidewalk for southbound traffic. To turn right will require traveling an additional 26' ± to the south. It is staff's recommendation the elimination of at least one parking space on the corner and moving the handicapped space to the west.

Staff recommends making Lexington two-way between Pearl and Chestnut with the conditions:

- Remove one parking space on Pearl Street on the square to facilitate right turns.
- Remove parking on the west side of Lexington between Pearl and Chestnut
- Install a temporary two-way traffic ahead sign on Pearl as traffic approaches the intersection



D. Discussion Item (ID # 1337)

LEXINGTON TWO WAY TRAFFIC

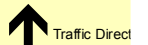
Attachments:

Pd Traffic Flow two-way (PDF)

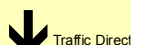


Attachment: Pd Traffic Flow two-way (LEXINGTON TWO WAY TRAFFIC)

Legend



Traffic Direct



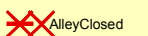
Traffic Direct



Park



No Parking



Alley Closed