



**VILLAGE OF COTTAGE GROVE  
NOTICE OF PUBLIC MEETING  
Law Enforcement Committee  
Tuesday, November 22, 2022  
Municipal Service Building  
210 Progress Drive  
5:30 p.m.**

1. Call To Order
2. Determination Of Quorum And That The Agenda Was Properly Posted
3. PUBLIC APPEARANCES-Public's Opportunity To Speak
4. Discuss And Consider The Minutes From The October 25, 2022 Law Enforcement Committee Meeting.

Documents:

[10-25-22 LEC MINUTES.PDF](#)

5. New Business:
  - a. Discuss and consider eliminating the Cottage Grove Police Department part-time officer program.
6. Chief's Reports
  - a. Police Department Activity Report
  
  - b. Detective Report
  
  - c. SRO Report

Documents:

[CALLS FOR SERVICE.PDF](#)  
[INCIDENT BREAKDOWN BY MONTH.PDF](#)  
[INCIDENT ACTIVITY REPORT.PDF](#)  
[EXPENDITURES AND REVENUES.PDF](#)  
[OCTOBER 2022.PDF](#)  
[SRO LEC LOG.PDF](#)

7. Future Agenda Items

## 8. Adjournment

This agenda has been prepared by Staff and approved by the Village President as Chair of the Law Enforcement Committee for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

VILLAGE OF COTTAGE GROVE  
LAW ENFORCEMENT COMMITTEE MINUTES

Tuesday, October 25, 2022      5:30 p.m.      Municipal Service Building  
210 Progress Drive

Attendees: John Williams, Chris Stoa, Sarah Valencia, Jon Russell, Kishia Peters, Chief Layber

1. Meeting called to order at 5:31pm.
2. Determined that quorum was present and agenda was properly posted.
3. No public appearances.
4. Motion to approved minutes from September 27, 2022; motion made by Russell; 2<sup>nd</sup> by Stoa. Motion passed 5-0
5. New Business: Discuss and consider Police Department budget request for 2023 and operating and capital requests.
  - a. Reviewed budget request memo as presented in the packet.
  - b. Discussion re: hiring additional police officers. Would need three additional officers to bring ourselves up to the
  - c. There is concern about the pay scale for the police officers. There isn't any space in the levy to provide any increases this year in 2023.
  - d. Motion to approve Cottage Grove Police operational budget request as presented with exception of additional police officers. Motion is to have 2 new officers starting 1/1/23 and one starting 8/1/23; Motion made by Russell; 2<sup>nd</sup> Williams; Motion passed 5-0.
  - e. Capital budget: each year we have purchased a new squad car; this past year we purchased a hybrid to test it out. We currently have 8 vehicles. This is enough vehicles to accommodate the new staff included in budget. As discussed in previous meetings, need new in-car cameras; also included an additional solar radar speed sign and license plate reader.
6. Chief's Report:
  - a. Will look at recommended budget at October meeting. Will be looking to add the updated cameras, additional radar enforcement, fuel expenses, and likely additional officers. We have 15 officers; Village population is just over 9,000; general standars is 2.1 officers/1,000 population – which would put us at around 18 officers.
  - b. Calls for service during May, June, and July of 2022 were way up compared to years past. Likely due to proactive traffic enforcement, more officers in the department, and population growth.
  - c. Movin' Out apartments gave police direct access to their cameras; Authentix has also been proactive in putting cameras throughout their property.
  - d. In response to question last meeting about NOTE in the calls for service. It was a typo and has been removed.
  - e. SRO report is in the packet.
  - f. Monthly expenditures are over budget on a few accounts. We are doing ok for overtime – we have spent about \$15,000 through August which is about half of what was budgeted.
7. Future agenda items:
  - a. Budget
8. Motion to adjourn made by Valencia; 2<sup>nd</sup> Russell. Motion passed.

# DETECTIVE ANDERSON MONTHLY REPORT

October 2022



## **CASES WOKRED-**

- Child abuse case – Waiting on DA decision, briefed with ADA on case
- Theft case (cold case) (suspect may have moved out of state)
- Elder abuse case (waiting on State report)
- New Sexual assault adult case – Case follow-up finished, and referred to DA Office
- New Sexual assault to child case, working with Portage PD on case, case almost complete and will refer Juvenile defendant to DA Office, also working with Columbia County CPS
- New Sexual assault- Reported from a third party, unsure if victim wants to report, info came from inmate at jail
- Possible child abuse case- Waiting on reports

## **OTHER CASES ASSISTED AND OTHER JOBS CONDUCTED BY DETECTIVE**

### **TRAININGS/MEETINGS:**

- Assist with case on past Patrol Officer was handling to prep for court trial
  - Assisted with computer issues at PD
  - Worked on past stolen property case
  - Assist citizen with an extra patrol traffic complaint, emailed staff
  - Assist ME office on a past case reference evidence held
  - Assist Officer Koratko on past case, needed direction on the investigation follow up
  - Multiple video request from Defense attorneys and DA office on cases
  - Assist DA on follow up on past fraud/theft case
  - Prep working on In-Service lesson plans and agenda
  - Assist Patrol with stolen auto case, info needed to the DA office to prosecute
  - Follow up with NCMEC on past CP case
  - Check with crime lab on past case, still waiting for evidence results
  - Volunteered work patrol shift to help with coverage
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- ❖ On a daily basis I complete evidence intake which includes checking in evidence through LERMS system, making sure the packaging is correct, and placed in the correct area. Review any Patrol Officers reports that are being sent to the DA office for review, court officer duties which include making sure intake sheets are filled out correct and sent, sign complaints, and also bring up juvenile referrals to the DA Office, and sign petitions when needed. I also review Patrol logs, respond to any emails, deer creek info, and dictate and review reports of my own. I assist front clerical staff with any questions, walk -in's, or issues they may have. Also assist with any computer issues where computer magic is contacted. I burn videos and save into evidence requested by Patrol Officers. I also keep in contact with DA office on cases I am currently working, social network with other Detectives, and submit evidence to the crime lab.



9/22/2022 Administration I was asked to watch video footage of some behavior issues in the hallways and gym involving several students. Mr. Kamoku handled all the behavior issues with those involved.

9/26/2022 Officer (non-enforcement) I went to a school safety summit which involved other area school districts, Dane County Emergency Management, Office of School Safety, and the Dane County 911 Center

9/26/2022 Administration I was asked to check cameras to see if a water spill on the grand staircase was intentional or unintentional. It was unintentional.

9/28/2022 Administration I was notified that a student had been de-pantsed by another student at the cross country meet that was held at GDS. I followed up with the victim's parent on Sept. 29th and that parent wanted a citation issued to the suspect. A citation has been issued for disorderly conduct.

9/28/2022 Administration I was informed that several 8th grade girls had been in the 8th grade girls bathroom and that marijuana had been smoked. I was able to learn that one of the girls admitted to bringing the marijuana and that one other girl had also smoked the marijuana. The school administration requested that a citation be issued to the student who had brought the marijuana to school. I issued the student a citation for Possession of THC and Possession of Drug Paraphernalia

09/29/2022 Administration Mr. Kamoku and I spent the morning talking with the entire 8th grade class about the "de-pantsing" incidents and how any further incidents would result in school punishment and could result in law enforcement consequences

9/29/2022 Administration I was asked to follow up with a family of a student who was de-pantsed on the 27th and the cross-country meet. I spoke with the father who indicated that he wanted the other student cited for their actions.

10/3/2022 Officer (non-enforcement) I was out most of this day due to attending the funeral services for the fallen CGVFD firefighter who passed

10/4/2022 Officer (non-enforcement) I attended the monthly SRO meeting that was held in DeForest. It was great to re-connect with all the other Dane County SRO's and learn about the trends happening in their district and how they were solving problems.

10/4/2022 Administration I was asked to look at surveillance footage for a group of kids who were walking behind a staff member and being in appropriate. I found the footage and showed it to administration.

10/4/2022 Student Student of Color I was in my office when I saw that a teacher was calling me on my phone. I answered the phone and recognized the voice to be of a student who I have a great relationship with. He was laughing and he asked me if my refrigerator was running and if it was that I should go and chase it. He was laughing and I was laughing and I thanked him for making my day.

10/4/2022 Administration Student of Color I was asked if a student could sit with me during his lunch period. This is a student who I have a great relationship with, and he has been struggling with behavior this year. I talked with him and told him that I wanted him to have a successful year.

10/5/2022 Administration I attended the weekly SS/Admin meeting

10/5/2022 Teacher I was asked by a teacher if I could talk to two girls because one of them overheard another classmate say that he wanted to blow up the school. The student who made the statement has a disability and due to his disability is unable to control some of his statements. I notified the Dean of Students of the statement and was told that he would talk to the case manager and handle it within school. I was comfortable with this decision.

10/5/2022 Administration I was asked to check the surveillance cameras for footage of theft from a locker. A student reported that someone had removed items from his locker. I found the footage, identified the offending students, and showed the footage to administration who handled the incident.

10/6/2022 Officer (non-enforcement) SRO Wunsch and I met with Jim Blodgett asking for updates on safety drills and what was being planned as far as other safety avenues that was talked about on Sept. 26th at the school safety summit.

10/7/2022 Student Student of Color I walked into the large conference room to get something and saw a student in the conference room. I asked if they needed anything, and he told me that he was waiting for Mr. Kamoku. He saw that I had a police badge on, and he asked why I had a badge. He is a new student and I told him who I was and what I did for students. He told me that he came from Sennett MS and said that there should be police at that school because it was bad while he was there. He said that he is glad that he is here. I told him that I was also glad that he was here and told him that if he needed anything that he could always come and talk to me, and I would help him.

10/10/2022 Officer (non-enforcement) SRO Wunsch and I held a meeting with James Blodgett to discuss ongoing safety

10/10/2022 Administration I was contacted by Susan Bishop (HS Counselor), and she told me that a HS student who lives in CG needed to make a report regarding his father. There were alleged domestic issues and possible child abuse issues that needed to be addressed. I spoke with the student at the students request. The student had wanted to talk to me because of the relationship we had built last school year. Further follow up is being conducted.

10/11/2022 Student Student of Color A student who I have a relationship with was in the office speaking with an administrator and before heading back to class, stopped by my office, and said hello.

10/11/2022 Teacher I was given information about a hitting match during gym class. I found the incident on the cameras and gave the information to administration for follow up.

10/12/2022 Administration Student of Color I was asked if I could find video of a student going to a classroom and disrupting a class that she is not in. It was reported that she went to the classroom, opened the door, and "flipped" off another student. The teacher of that class then had a difficult time keeping that student on task as he was very upset that the disrupting student "flipped" him off. I found the footage and showed it to James Kamoku.

10/12/2022 Administration I attended the Admin/SS meeting

10/12/2022 Administration I was asked to look at the video surveillance footage to see if I could identify the student who squirted water into the entrance way of two rooms. I was able to find and identify the student. I notified administration and they handled it from there.

10/13/2022 Administration I was asked to check the cameras to see what students entered an empty classroom and messed around with a teacher's equipment. I was able to identify students and I informed Mr. Kamoku who in turn had me email the list to the teacher so the teacher could try to fix it with the students first.

10/13/2022 Student Student of Color A student who I have a great relationship with was in the office and before he went back to class, he stopped in my office and talked with me for a while. I gave him a snack and he walked to class.

10/14/2022 Administration Administration asked me to check the video surveillance footage to see which student spilled water in a stairwell. I was able to identify the student who was intentionally squirting his water bottle in the stairwell on the landings and the stairs. Several students have been intentionally squirting their water bottles on to the floor. I showed the video to administration who then handled the incident.

10/14/2022 Teacher A teacher came to my office and said that a group of girls came to her classroom during a class period and yelled and slammed the door. I was able to identify the students for the teacher so she could send an email to administration for review and follow up.

10/14/2022 Administration Administration asked if I could look up video surveillance footage of the 7th grade boy's bathroom. There was a possible fight in the bathroom involving several students. Nate Verhage watched the footage with me, and we were able to identify the students involved so he could contact them.

10/14/2022 Administration Administration asked me to identify several 7th grade boys that were possibly fighting in the bathroom. Nate Verhage watched the footage with me and handled the issue. I was later asked to have one of the students sit with me in my office until his mother came to get him. We talked for a while, and he asked about my job.

10/17/2022 Officer (non-enforcement) I taught Personal Safety and Online Safety to three different 6th grade health classes

10/18/2022 Administration Student of Color I was notified by the Dean of Students that a student had reported that another student had shot a cap gun near his ear while at the bus stop in the City of Monona. After school had started for the day, I was asked by the Dean of Students to come with him while he searched the students locker/backpack for the cap gun. While the Dean of Students searched the locker, I stood by in the hallway. The Dean of Students showed me what was inside the very front small pocket of the backpack, and I observed a lighter, a marijuana smoking device, and a marijuana bud which was just smaller than a quarter. The contents of the smoking device and a small portion of the bud were tested, and both tested positive for the presence of THC. Per school board policy 5530, no citation will be issued.

10/18/2022 Officer (non-enforcement) Attended my virtual SRO Committee meeting preparing for our next SRO conference in June of 2023

10/19/2022 Officer (non-enforcement) I attended the Raptor Technologies webinar that was focused on the School Response Protocol that the district has adopted.

10/19/2022 Family I was contacted by a parent who works at GDS and was asked if I knew what happened at CGS. I told her that I was not made aware of any issues. The email stated that there was a dangerous situation with a student and an unauthorized dangerous item in a classroom.

10/19/2022    Officer (non-enforcement)                    I attended a virtual webinar that was sponsored through Raptor, our visitor check in program, regarding the Standard Response Protocol model developed by the I Love You Guys Foundation.