

Public Safety Committee

City of Superior, Wisconsin

6:00 pm

Thursday, May 19, 2022

Government Center, Room 204

Public Safety Committee Members: Councilor Ledin, Councilor Elm, Councilor Johnson,
Councilor Bender, alternate

Access the meeting online by entering the following information:

[Join with Google Meet](#)

meet.google.com/uih-ocmd-msi

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(US) +1 617-675-4444 PIN: 393 020 198 5397#

Agenda

Approval of minutes: April 21, 2022

New Business

1. Police Department and Fire Department updates
2. Pre-emption system for Superior
3. Flock safety camera trial

The City of Superior complies with the Americans with Disabilities Act of 1990. If you are in need of an accommodation to participate in the public meeting process, please contact the City Clerk's Office at (715)395-7200 by 4:30 p.m. on the day prior to the scheduled meeting. We will attempt to accommodate any request depending on the amount of notice we receive.

'Notice is hereby given that a majority of the members of the common council may be present at the meeting, and although this may constitute a quorum of the common council, the council will not take any action at this meeting.'

This meeting may be called into closed session under WI State Statute Sections 19.85 (1) (c) which cite as follows: 'Considering employment, promotion, compensation or performance evaluation data for any public employee over which the governmental body has jurisdiction or exercises responsibility'.

In compliance with Wisconsin Open Meetings Law, this agenda was:

Posted: Government Center, Douglas County Courthouse, Superior Public Library

Daily Telegram, Duluth News Tribune - notified via email

c: Mayor Paine
Chief Alexander
Chief Gordon

City Councilors
City Clerk's Office
Human Resources

Proceedings of the Public Safety Committee
April 21, 2022
6:00 p.m.
Government Center, Room 204

Members Present: Councilor Elm, Councilor Ledin

Others Present: Chief Gordon, Lt. Trone, Tina Anrig, Capt. Winterscheidt, Mandy Hammer, Maria Lockwood, Linda Cadotte, Todd Janigo, Kyle White, Jenny Van Sickle

Some participants joined the meeting via Google Meet.

Approval of minutes: February 24, 2022

Motion by Councilor Elm, seconded by Councilor Ledin and carried to approve the Public Safety meeting minutes from February 24, 2022.

New Business

1. Police Department and Fire Department updates

Capt. Winterscheidt said this week we received our new Axon body worn cameras and tasers, so we have been implementing those and providing Patrol training on those. Capt. Winterscheidt said we have not had any critical incidents in Superior in the last few weeks however we did assist Duluth PD in the tragic incident that occurred yesterday. Councilor Ledin asked about the status of the officer involved accident that occurred months ago and wanted to commend the department on their transparency of that situation. Capt. Winterscheidt said the officer is doing fine and back on duty. The incident is now being reviewed by a neighboring county District Attorney.

Chief Gordon said the contract was just signed for the Wisconsin Task Force. There will be eleven departments in the state that will formulate Task Force One. This contract will go through June of 2024. Chief Gordon mentioned a tool that is now being used by several districts that their cities are currently installing fiber optic cable. The boring sometimes will inadvertently nick natural gas lines, causing the methane gas odor. A meter has been developed to read the properties of natural gas through glass (windows), eliminating having to break into houses if residents aren't home to determine if the issue is inside their home. Chief Gordon talked about this available tool, and the possibility of purchasing the tool to help with the installation of broadband cable.

No action

2. Grand Avenue calendar parking

Motion by Councilor Ledin, seconded by Councilor Elm and carried to hold this item in committee until the October meeting.

3. Surplus fire trucks

Motion by Councilor Elm, seconded by Councilor Ledin and carried to follow the normal process and send the surplus fire trucks to auction.

4. Pre-emption system for Superior

No action

5. Flock safety camera trial

Captain Winterscheidt gave a presentation on this program and Kyle White from Flock Cameras answered questions from committee members.

No action

Meeting adjourned at 7:55 p.m.

City of Superior EVP Improvements

4/29/22



Prepared By :

Tory George, Project Manager

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CLARIFICATIONS AND EXCLUSIONS

- We are 100% Union Contractor
- We did not include monies for a bond of any kind.
- We are providing our own minimal traffic control as this is a various location project.
- We have not included any emitter work on City vehicles as part of this proposal.
- We have included the following:
 - Installation of (8) Opticom 764 Phase Selectors with P1 Harness Assembly (City Supplied) at 8 traffic signals as applicable
 - Installation of (21) GPS Intersection Radio Units (City Supplied) at 21 intersections as applicable
 - Installation of multiple EVP Priority kits and confirmation lights at the intersections listed below.
 - Furnish and Installation of all 3C#14 and 3C#20 Cables to all the detection equipment at each intersection.
 - Cabinet Integration, load switches , and relays to be provided by the City via TCC.

- Tower Ave at Winter St **preemption w/railroad coordination \$4,142.00**
- Hammond Ave at Winter St **preemption w/railroad coordination \$4,006.00**
- Hill Ave at Belknap St **preemption \$3,858.00**
- Catlin Ave at Belknap St **preemption \$3,858.00**
- Grand Ave at Belknap St **preemption \$3,858.00**
- Hammond Ave at Belknap St **preemption \$3,858.00**
- Ogden Ave at Belknap St **preemption \$3,858.00**
- Tower Ave at Belknap St **preemption \$3,858.00**
- Banks Ave at Belknap St **preemption \$3,858.00**
- Tower Ave at N 21st St **2026 update planned \$5,538.00**
- Tower Ave at N 28th St **2026 update planned \$6,098.00**
- Hammond Ave at N 28th St **\$5,104.00**
- Catlin Ave at N 28th St **\$5,319.00**
- Hill Ave at N 28th St **\$5,082.00**
- E 5th St at 18th Ave E **\$4,863.00**
- E 2nd St at 18th Ave E **preemption \$3,881.00**
- Tower Ave at N 31st St **2026 update planned \$5,452.00**
- Tower Ave at N 37th St **2026 update planned \$4,655.00**
- E 2nd at 23rd Ave E **preemption \$3,763.00**
- E 2nd at 39th Ave E
 - Currently being replaced **preemption being installed \$3,603.00**
- Tower Ave at N 61st (Central Ave)
 - Currently being installed **preemption being installed \$3,280.00**

Total Investment: \$91,802.00

- Please read the next page of this letter to learn more about the COVID-19 procedures we will be practicing throughout the duration of this project
- We reserve the right to revise our proposal to include any price and/or schedule adjustments that may be necessary disruption of material supply, shipping/logistics, and labor availability issues resulting from COVID-19

COVID-19 SAFE WORK PRACTICES

1. Minimize Personnel Exposure

- Parsons will leverage technology (video, calls, custom software) to manage projects remotely, when possible, to reduce the number of people on-site while providing technical support and ensuring process quality control.

2. Health & Hygiene

- Parsons will conduct a daily health screening for all staff entering client facilities.
- Anyone displaying flu-like or Covid-19 symptoms, per the screening, will not report to the site and be encouraged to consult with a healthcare professional. These individuals will not be allowed to return to work until they experience 72 hours free of fever.
- Parsons will comply with all customer directed health and hygiene protocols.
- Parsons staff will wash hands frequently and maintain good personal hygiene based on CDC guidelines.

3. Personnel Protective Equipment (PPE) and Sanitizing Requirements

In addition to our standard PPE and clothing requirements, Parsons requires:

- Gloves and Face Covering/Mask to cover nose, mouth, and hands.
- All PPE will either be disposable or safely stored and sanitized after use.
- Tools and Owner equipment to be sanitized before and after use/contact per shift.
- Parsons employees will not share tools, PPE, or other items.

4. Social Distancing

Parsons will follow CDC guidelines for social distancing and require staff to:

- Keep a social distance of **at least 6 feet** from others.
- Limit working in congested areas.
- Eliminate the need for signatures.
- Avoid handshakes and other physical contacts.

5. Covid-19 Case Reporting and Return to Work

Parsons will notify clients of potential COVID-19 cases and give status updates as information is available. The following Parsons COVID-19 safety guidelines are available upon request:

- Health Screening Questionnaire
- Pandemic Control Agreement
- Return to Work Process

**TRAFFIC CONTROL CORPORATION**5651 MEMORIAL AVENUE
OAK PARK HEIGHTS, MN 55082
PHONE: 651-439-1737**QUOTATION****Number 643047**

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To: SUPERIORWI SUPERIOR 1316 N 14TH STREET SUPERIOR WI 54880 USA Attn: Email: Phone:	Quote Date: 12/6/2021 Expires: 3/2/2022 Terms: NET 30 BASED ON APPROVED CREDIT FOB: DESTINATION-FRT INCLUDED Salesperson: ALLEN EISINGER Email: AEisinger@TCC1.com Phone: 651-439-1737
Fax:	

Letting Date:	Location: CITY OF SUPERIOR, WI
Book / Call / Item:	Description: GTT IR
Contract No:	

-PRICING IS BASED ON QUANTITIES AND DESCRIPTIONS POSTED BELOW. IF ADDITIONAL EQUIPMENT IS NEEDED, PLEASE REQUEST A QUOTE.
-SCHEDULE TCC TECH THROUGH MATT ALLWOOD, PLEASE GIVE A TWO WEEK NOTICE BEFORE THEY ARE NEEDED ON SITE.
-MATERIAL INSTALLATION AT INTERSECTIONS AND IN VEHICLES WILL BE UP TO THE CUSTOMERS CONTRACTOR.
-DUE TO THE ONGOING AND CONSTANTLY CHANGING SITUATION WITH THE COVID-19 PANDEMIC, PLEASE BE ADVISED THAT LEAD TIMES, AND TCC TECH SCHEDULES COULD BE IMPACTED.

Part Number / Description	Unit Price	Qty/UM	Net Price
F61503. PHASE SELECTOR, MULTIMODE, OPTICOM 764, WISDOT SPR 10589: GTT, 76-1000-1054-0-SPR	2,201.00	8.00 EA	17,608.00
F84507. CARD RACK WITH P1 HARNESS ASSEMBLY, OPTICOM 760, WISDOT SPR 10589: GTT, 78-8114-5300-6-SPR	168.00	8.00 EA	1,344.00
D-CONNECTOR	25.00	8.00 EA	200.00
F81400. DETECTOR, SINGLE CHANNEL, ONE DIRECTION, OPTICOM 711, WISDOT SPR 10589: GTT, 78-8095-3852-9-SPR	315.00	32.00 EA	10,080.00
F63026 DETECTOR CABLE, OPTICOM 138, 1000ft, WISDOT SPR 9243: GTT, 78- 8009-6557-2-SPR	390.00	8.00 RE EL	3,120.00
F19868 PAR 38 LED TRAFFIC LAMP WITH DIELECTRIC GREASE (ELECTRICAL CONTRACTOR TO PROVIDE CABLE)	64.00	84.00 EA	5,376.00
F58718 CONFIRMATION LIGHT KIT, 575: GTT, 78-8060-1634-7	93.00	84.00 EA	7,812.00

Pricing does not include applicable sales taxes. If order is to be exempt sales tax, documentation must be provided at time of order. Additional terms may apply. Review our full Terms & Conditions of Sale at www.trafficcontrolcorp.com.



TRAFFIC CONTROL CORPORATION

5651 MEMORIAL AVENUE
OAK PARK HEIGHTS, MN 55082
PHONE: 651-439-1737

QUOTATION

Number 643047

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Part Number / Description	Unit Price	Qty/UM	Net Price
492H EMITTER 78-8118-6605-8 EMITTER, HIGH PRIORITY, OPTICOM 492H: GTT, 78-8118-6605-8 SPR 10589 (7 FIRE - 30 PD)	565.00	37.00 EA	20,905.00
CABINET INTEGRATION	600.00	8.00 EA	4,800.00
EXISTING CABINET CONFIRMATION (UP TO 2 HOURS PER INTERSECTION)	250.00	13.00 EA	3,250.00
F74868 LOAD SWITCH SOLID STATE: RENO, LS-200	33.20	6.00 EA	199.20

Item Total: 74,694.20
Misc Charges and Adjustments: 0.00

Quote Total: 74,694.20

As an authorized purchaser for the above named company, the undersigned agrees to the above quantities, prices, and all terms listed above. Pricing does not include applicable sales taxes. If order is to be exempt sales tax, documentation must be provided at time of order.

Additional terms may apply. Review our full Terms & Conditions of Sale at www.trafficcontrolcorp.com.

PO Number _____ Auth Date _____ Taxable Exempt

Signature _____ Printed Name _____

Automated License Plate Readers (ALPR)

427.1 PURPOSE AND SCOPE

Automated License Plate Reader (ALPR) technology, also known as License Plate Recognition, provides automated detection of license plates. ALPRs are used by the Superior Police Department to convert data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. ALPRs may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

427.2 DEFINITIONS

- (a) Automated License Plate Reader (ALPR): A device that uses cameras and computer technology to compare digital images to lists of known information of interest.
- (b) ALPR Operator: Trained Department members who may utilize ALPR system/equipment. ALPR operators may be assigned to any position within the Department, and the ALPR Administrator may order the deployment of the ALPR systems for use in various efforts.
- (c) ALPR Administrator: The Investigations Division Captain or the Chief's designee, serves as the ALPR Administrator for the Department.
- (d) Hot List: A list of license plates associated with vehicles of interest compiled from one or more databases including, but not limited to, NCIC, WI DOT, Local BOLO's, etc.
- (e) Vehicles of Interest: Including, but not limited to vehicles which are reported as stolen; display stolen license plates or tags; vehicles linked to missing and/or wanted persons and vehicles flagged by the Department of Transportation or law enforcement agencies.
- (f) Detection: Data obtained by an ALPR of an image (such as a license plate) within public view that was read by the device, including potential images (such as the plate and description of vehicle on which it was displayed), and information regarding the location of the ALPR system at the time of the ALPR's read.
- (g) Hit: Alert from the ALPR system that a scanned license plate number may be in the National Crime Information Center (NCIC) or other law enforcement database for a specific reason including, but not limited to, being related to a stolen car, wanted person, missing person, domestic violation protective order or terrorist-related activity.

427.3 ADMINISTRATION OF ALPR DATA

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Investigation Captain. The Investigation Captain will assign personnel under his/her command to administer the day-to-day operation of the ALPR equipment and data. The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates along with the vehicle make, model, color and unique identifiers

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Automated License Plate Readers (ALPR)

through the Superior Police Department's ALPR's system and the vendor's vehicle identification technology. The technology is used by the ^{Superior} ~~Alamo~~ Police Department to convert data associated with vehicle license plates and vehicle descriptions for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

427.4 PERMITTED/IMPERMISSIBLE USES

The ALPR system, and all data collected, is the property of the Superior Police Department. Department personnel may only access and use the ALPR system for official and legitimate law enforcement purposes consistent with this Policy. The following uses of the ALPR system are specifically prohibited:

- (a) Invasion of Privacy: Except when done pursuant to a court order such as a search warrant, is a violation of this Policy to utilize the ALPR to record license plates except those of vehicles that are exposed to public view (e.g., vehicles on a public road or street, or that are on private property but whose license plate(s) are visible from a public road, street, or a place to which members of the public have access, such as the parking lot of a shop or other business establishment)
- (b) Harassment or Intimidation: It is a violation of this Policy to use the ALPR system to harass and/or intimidate any individual or group.
- (c) Use Based on a Protected Characteristic. It is a violation of this policy to use the ALPR system or associated scan files or hot lists solely because of a person's, or group's race, gender, religion, political affiliation, nationality, ethnicity, sexual orientation, disability, or other classification protected by law.
- (d) Personal Use: It is a violation of this Policy to use the ALPR system or associated scan files or hot lists for any personal purpose.
- (e) Constitutional Rights. It is a violation of this policy to use the ALPR system or associated scan files or hot lists for the purpose or known effect of infringing upon Constitutionally protected rights.

427.5 ALPR OPERATION

Use of an ALPR is restricted to the purposes outlined below. Department personnel shall not use, or allow others to use, the equipment or database records for any unauthorized purpose.

- (a) An ALPR shall only be used for official and legitimate law enforcement business.
- (b) An ALPR may be used in conjunction with any patrol operation or official department investigation. Reasonable suspicion or probable cause is not necessary before using an ALPR.
- (c) While an ALPR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped cars to canvass areas around homicides, shootings and other major incidents. Partial license plates ^{or cameras}

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Automated License Plate Readers (ALPR)

reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.

- (d) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training.
- (e) If practicable, the officer should verify an ALPR response through the Transaction Information for the Management of Enforcement (TIME) system or National Law Enforcement Telecommunications System (NLETS) before taking enforcement action that is based solely upon an ALPR alert.
- (f) Hot Lists. Designation of hot lists to be utilized by the ALPR system shall be made by the ALPR Administrator or his/her designee. Hot lists shall be obtained or compiled from sources as may be consistent with the purposes of the ALPR system set forth in this Policy. Hot lists utilized by the Department's ALPR system may be updated by agency sources more frequently than the Department may be uploading them and thus the Department's ALPR system will not have access to real time data. Occasionally, there may be errors in the ALPR system's read of a license plate. Therefore, an alert alone shall not be a basis for police action (other than following the vehicle of interest). Prior to initiation of a stop of a vehicle or other intervention based on an alert, Department members shall undertake the following:
 - 1. Verification of status on a Hot List. An officer must receive confirmation, from a Communications Dispatcher or other department computer device, that the license plate is still stolen, wanted, or otherwise of interest before proceeding (absent exigent circumstances).
 - 2. Visual verification of license plate number. Officers shall visually verify that the license plate of interest matches identically with the image of the license plate number captured (read) by the LPR, including both the alphanumeric characters of the license plate, state of issue, and vehicle descriptors before proceeding. Department members alerted to the fact that an observed motor vehicle's license plate is entered as a Hot Plate (hit) in a specific BOLO (be on the lookout) list are required to make a reasonable effort to confirm that a wanted person is actually in the vehicle and/or that a reasonable basis exists before a Department member would have a lawful basis to stop the vehicle.
 - 3. Department members will clear all stops from hot list alerts by indicating the positive ALPR Hit, i.e., with an arrest or other enforcement action. If it is not obvious in the text of the call as to the correlation of the ALPR Hit and the arrest, then the Department member shall update with the Communications Dispatcher and original person and/or a crime analyst inputting the vehicle in the hot list (hit).
 - 4. General Hot Lists (SVS, SFR, and SLR) will be automatically downloaded into the ALPR system a minimum of once a day with the most current data overwriting the old data.
 - 5. All entries and updates of specific Hot Lists within the ALPR system will be documented by the requesting Department member within the appropriate general offense report. As such, specific Hot Lists shall be approved by the ALPR Administrator (or his/her designee) before initial entry within the ALPR

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system. The updating of such a list within the ALPR system shall thereafter be accomplished pursuant to the approval of the Department member's immediate supervisor. The hits from these data sources should be viewed as informational; created solely to bring the officers attention to specific vehicles that have been associated with criminal activity. All Hot Plates and suspect information entered into the ALPR system will contain the following information as a minimum:

i Entering Department member's name

ii Related case number.

iii Short synopsis describing the nature of the originating call

- (g) No ALPR operator may access TIME or NLETS data unless otherwise authorized to do so.

427.6 ALPR DATA COLLECTION AND RETENTION

All data and images gathered by an ALPR are for the official use of the Superior Police Department and because such data may contain confidential TIME information, it is not open to public review. ALPR information gathered and retained by this department may be used and shared with prosecutors or others only as permitted by law.

The Administration Division Commander is responsible to ensure proper collection and retention of ALPR data and for transferring ALPR data stored in department vehicles to the department server on a regular basis, not to exceed 30 days between transfers.

All ALPR data downloaded to the server should be stored for the period established in the department records retention policy and thereafter may be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a lawful action to produce records. In those circumstances the applicable data should be downloaded from the server onto portable media and booked into evidence.

427.7 ACCOUNTABILITY AND SAFEGUARDS

All saved data will be closely safeguarded and protected by both procedural and technological means. The Superior Police Department will observe the following safeguards regarding access to and use of stored data:

- (a) All non-law enforcement requests for access to stored ALPR data shall be referred to the Senior Records Clerk and processed in accordance with applicable law.
- (b) All ALPR data downloaded to the mobile workstation and server shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time.
- (c) Persons approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.

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- (d) Such ALPR data may be released to other authorized and verified law enforcement officials and agencies at any time for legitimate law enforcement purposes.
- (e) All ALPR system audits should be conducted on a regular basis.