

# ST FRANCIS POLICE DEPARTMENT



## 2021 ANNUAL REPORT

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ST. FRANCIS  
POLICE & PUBLIC WORKS  
4058 ST FRANCIS BOULEVARD



## A MESSAGE FROM THE CHIEF

It is my pleasure to submit the 2021 St. Francis Police Department Annual Report to the residents of St. Francis. The report summarizes the work of our department throughout 2021.

The Police Department has a sworn staff of twelve officer's and two administrative clerical staff all who are dedicated and work diligently to provide superior public safety services to the 8,000 residents of St. Francis.

The mission of the police department focuses on providing a fair and impartial service to all persons and maintaining a safe community through partnering with its citizens. A safe community takes all of us and by having a good relationship with members of the community we can assure that St. Francis remains a great place to live, work, and visit.

The St. Francis Community can remain confident that their police department will be there in the time of need and will serve with integrity, respect, courage and trust. Thank you for your support and the incredible staff of the St. Francis Police Department look forward to another year of providing public safety services to the St. Francis Community.

A handwritten signature in black ink, appearing to read "Todd Schwieger".

Todd Schwieger  
Chief of Police  
St. Francis Police Department

# OUR MISSION STATEMENT

## Our Mission

The St. Francis Police Department is dedicated to provide fair and impartial police service to all persons through education and enforcement. The goal of the St. Francis Police Department is to provide a safer community through partnering with its citizens.

## Core Values

We pledge to uphold the core principles in the Police Officer's Code of Ethics. We utilize this code as our moral compass guiding us to make proper choices.

- **Integrity** – We will act with integrity, which means always doing the right thing legally, ethically and morally.
- **Respect** – We respect all people without personal prejudice, bias, or favoritism.
- **Courage** – We have moral courage and we do what is right even if the personal cost is high.
- **Trust** – We will work to be trusted in the community-we will set a standard for always being truthful and fair.





## **POLICE DEPARTMENT STAFF**

The St. Francis Police Department is authorized for twelve licensed police officers, two support staff members, seven reserve officers and a department chaplain. The St. Francis Police Department has seven officers that are primarily assigned to patrol, two department sergeants, one CRO (Community Relations Officer), one department investigator and one chief of police.

**Chief Todd Schwieger**

**Sergeant Ryan Larson**

**Sergeant Dan Allen**

**Officer Chris Bulera**

**Officer Amanda Dzuris**

**Officer Derek Barck**

**Officer Lyle Hearn (CRO)**

**Officer Brandon Stemme**

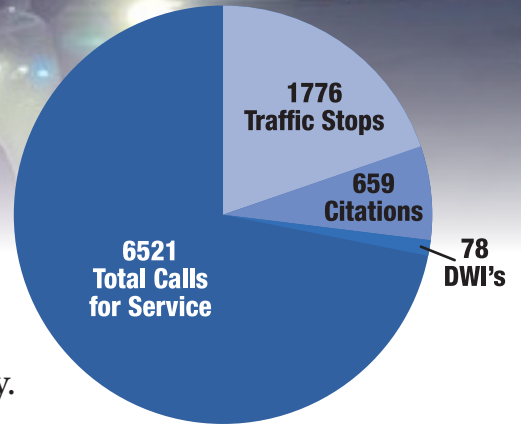
**Officer Chase Hedges**

**Officer Kody Hadler**

**Investigator Nathan Schwieger**

# PATROL

Patrol Officers are on the street and available for calls 24 hours a day, 365 days a year. The Police Department responds to over 6000 incidents per year. The officers are dedicated to promoting traffic safety and enforcement in efforts to help create safer roadways throughout the city.



1776 traffic stops were conducted in 2021 with 659 citations and 78 DWI's.



## SERGEANT LARSON

Sergeant Larson has been with the St. Francis Police Department since 2006. He is a firearms and tactical training instructor for the department and oversees shift scheduling, equipment purchasing, and predatory offender registrations. He has been recognized and awarded a Stop Stick award for stopping a pursuit that was coming into the city in 2014, and also the DWI all-star award at the Minnesota Twins game for DWI enforcement. Sergeant Larson dedicates a great amount of time to the department's community events and outreach programs.



## SERGEANT ALLEN

Sergeant Allen has been with the St. Francis Police Department since 2007. He is the department's lead Use of Force instructor and is also the Field Training Coordinator for new hires. Sergeant Allen maintains and oversees equipment purchases such as TASERS, medical equipment, AEDs and various other equipment used on patrol. Sergeant Allen participates in hosting a Car Seat Clinic at St. Francis Police Department and is a Certified Car Seat Technician.

# INVESTIGATIONS

The investigations unit reviews reports that are submitted by officers and also receives and reviews all Anoka County Child Protection as well as Adult Protection reports. Other duties include warrants, signing criminal complaints, working collaboratively with other agencies on investigations, background investigations for new employees, forfeiture processing, compliance checks, and assisting the patrol division when needed.

In 2021, 86 cases were investigated by the department's investigator which included felony order for protection violation, motor vehicle theft and stolen vehicle recovery, theft, burglary, fraud, damage to property, trespassing, threats of violence, assault. Multiple search warrants were also performed including narcotics search warrants, cell phone search warrants, and vehicle search warrants.

In 2022 the department's investigator along with another officer will be taking a multi-day crime scene course which will teach effective crime scene processing skills. This will enable the police department to become more self-sufficient with the ability to process crime scenes particularly for property crimes that occur after hours.

The investigator also manages the department evidence room and processes all evidence taken in by officers. If needed, evidence will be transferred to the Midwest Regional Forensic Laboratory for processing. Some of the evidence for processing may include DNA swabs, known DNA samples, narcotics, cell phones and other items.

Mandatory tobacco and alcohol compliance checks are also performed on local businesses with the assistance of volunteers. In 2021 there was only one violation of an underage sale in the City.





# RECORDS UNIT

Our staff consists of one full time records technician and one full time records supervisor.

We are required by Minnesota BCA to be certified for data privacy in which we test every two years to be current and certified per the requirements of the FBI. We also attend seminars and classes to keep updated on the current changes in law enforcement.

## LORI ROBERTS RECORDS SUPERVISOR



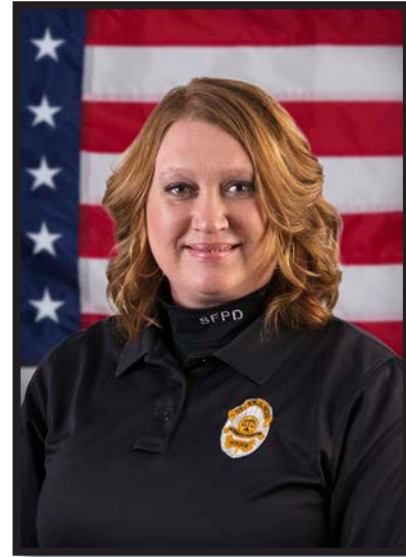
### The job duties for the Records Supervisor:

Works under the general supervision of the Police Chief.

- Ensures records function is operating effectively and legally; oversees and enters offense, arrest, and other police data into the records management system; reviews entries for accuracy and ensures the information is kept confidential.
- Performs responsible and confidential secretarial duties for the Police Chief.
- Transcribes reports and statements.
- Responds to phone, fax and in-person inquiries and requests for information; directs calls, takes messages, provides information and assistance or refers to another staff member as appropriate.
- Oversees and/or retrieves copies and provides police reports to the public in accordance with strict guidelines on release; redacts data as appropriate and calculates and collects appropriate fee and prepares receipts.
- Performs skilled administrative support work including: typing a variety of documents, letters, reports and memos, maintaining records and files, scanning, copying, printing, faxing, record retention, and retrieving data or documents as needed.
- Performs queries in Criminal Justice Information System, and Anoka County records name database and provides the information to the requestor as needed.
- Processing citations.
- Downloading squad and body camera video requests.
- Set up of new officer and reserve for the records keeping system.
- Help with quarterly and annual reports.
- Event coordinator for Bike Rodeo, National Night Out, and Santa.



## SANDRA HOM RECORDS TECHNICIAN



### The job duties for the Records Technician:

- Enters offense, arrest, and other police data into the records management system; reviews for accuracy and ensures the information is kept confidential.
- Transcribes reports and statements; prepares and forwards incident reports to appropriate agencies.
- Responds to phone, fax and in-person inquiries and requests for information; directs calls, takes messages, provides information and assistance or refers to another staff member as appropriate.
- Retrieve copies, and provides police reports to the public in accordance with strict guidelines on what can be released and when; calculates and collects appropriate fee and prepares receipts.
- Performs general clerical support work including: typing a variety of reports, maintaining records and files, scanning, copying, printing, faxing, handling in coming and outgoing mail.
- Prepares case files and reviews to see that all required supporting documents have been submitted to the proper agencies in a timely manner.
- Forwards in-custody complaints to investigator for review and signature; coordinates and tracks the flow of information and documents to and from investigator.
- Performs queries in Criminal Justice Information System and Anoka County records name database and provides the information to the requestor as needed.
- Issues snowmobile and golf cart permits.
- Processes and issues firearm permits to purchase.
- Assists the Public Works Department when needed.



## CHAPLAIN BROWER

I have been thankful for the opportunity to offer volunteer assistance to the officers, staff, and community of Saint Francis as chaplain for the Police Department since 2017.

My role as chaplain is to be a resource in any way possible for all of the members of the SFPD as well as the community at large. This involves serving with the PD in community events, responding to requests to accompany an officer in a particular duty, and looking for ways to encourage and support them as they serve.

We are living in strange days where some cities are calling for the defunding of police efforts and officers themselves are sometimes targeted and sometimes abandoned by the communities they serve. What was once considered to be a difficult but noble career is now a risky occupation with changing rules and unstable support, therefore I am proud of the commitment of our city to stand with our officers and staff by supporting and empowering them to protect and serve us. I am encouraged by our police force who continue to weather a turbulent time with grace and determination. A genuine commitment to serve will always show itself in actions, and our police department has demonstrated this reality through their daily fulfillment of their responsibilities but also their many community events. Thank you for the opportunity to serve.

## COMMUNITY RELATIONS OFFICER

Officer Hearn started with the department in 2017 and serves as the department Community Relations Officer. Along with working alongside City Hall and Public Works staff to address certain city code concerns, the Community Relations Officer focuses on finding ways to engage the public through community events and social media. In 2021 Officer Hearn held the department's first annual Citizens Academy. He also assists in managing the department Facebook Page and participates in a large number of other community outreach events throughout the year. Besides community relations, Officer Hearn is a Use of Force instructor, Taser Instructor and Field Training Officer for the department.



# BODYWORN CAMERAS



*We are using Panasonic brand cameras that are complementary to our existing squad camera systems.*

Officers from the St. Francis Police Department have been issued Body Worn Cameras (BWCs), also known as “body cams”. The St. Francis Police Department is joining the national trend in law enforcement of increasing transparency and accountability. The intent is to enhance the mission of the department by documenting contacts between members of our agency and the public. By utilizing BWCs we hope to accomplish many things including but not limited to:

- *Enhancing public trust.*
- *Capturing digital and audio-video evidence.*
- *Assisting officers with recalling factors or other details of an incident.*
- *Utilizing footage as a training tool for officer safety and best practices.*





# TRAINING



Officers accumulate numerous training hours throughout each year. Officers are required to complete at least 48 hours of continuing education training hours to maintain their peace officer license every three years. Officers are required by the Minnesota Board of Peace Officers Standards and Training (POST) to complete annual refresher training in areas including Use of Force and Firearms training as well as an Emergency Vehicle Operators course every five years. In addition, the POST Board requires officers to complete 16 hours of continuing education in areas of Conflict Management, Crisis Intervention, Implicit Bias, and Autism every three years. All St. Francis officers have completed training in these areas as well as in many other areas. Officers completed a combined 607 hours of training in 2021. Other notable training courses completed in 2021 include Building Clearing, CPR, Emergency Medical Responder, Supreme Court Case Law, and Pursuit Intervention Tactic.





# RESERVE UNIT

The St. Francis Police Department Reserve program consists of seven men and women volunteers who assist sworn officers by performing various community service tasks and non-criminal functions. Some of these individuals are pursuing a career in law enforcement and others wish to give back to their community.

Some of the tasks Reserve Officers perform are patrolling parks, assisting with traffic control at accidents, transporting suspects to jail, and riding with licensed officers.

Reserves play a pivotal role during community outreach events and other local events by providing traffic control, extra security, interacting with and providing information to the public.

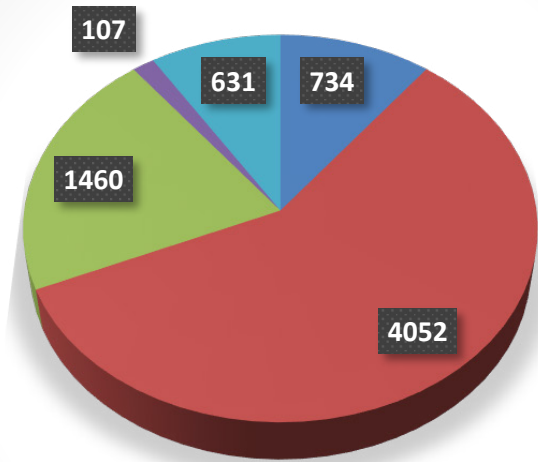
The St. Francis Police Department is proud to have these members who are willing to give countless hours of their time to help our community. Many former Reserves have moved on to a career in law enforcement, some remaining with St. Francis PD and some being hired by other agencies.



# 2020 & 2021 STATISTICS

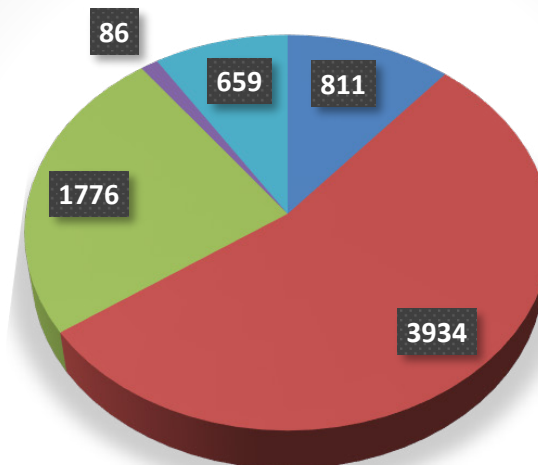
OFFENSE TYPE	DESCRIPTION EXAMPLES	2020	2021
Part 1 and 2	Theft Fraud Damage to property Burglary DWI Assaults	734	811
Part 3, 4, 5	Suspicious persons/activity Vehicle lock outs Animal complaints Check welfare Accidents Alarms Medical Parking complaints MV complaints Warrant arrests Neighborhood disputes Extra patrol	4052	3934
<u>Traffic Stops</u>		1460	1776
<b><u>Total Generated ICR's (Incident Crime Reports)</u></b>		6246	6521
<u>Investigations</u>		107	86
<u>Citations</u>		631	659
<u>Average Response Time</u>	High Priority Call Type Low Priority Call Type	5.1 MIN 5.8 MIN	5.18 MIN 5.38 MIN

## 2020



- Part 1 & 2
- Part 3,4,&5
- Traffic Stops
- Investigations
- Citations

## 2021

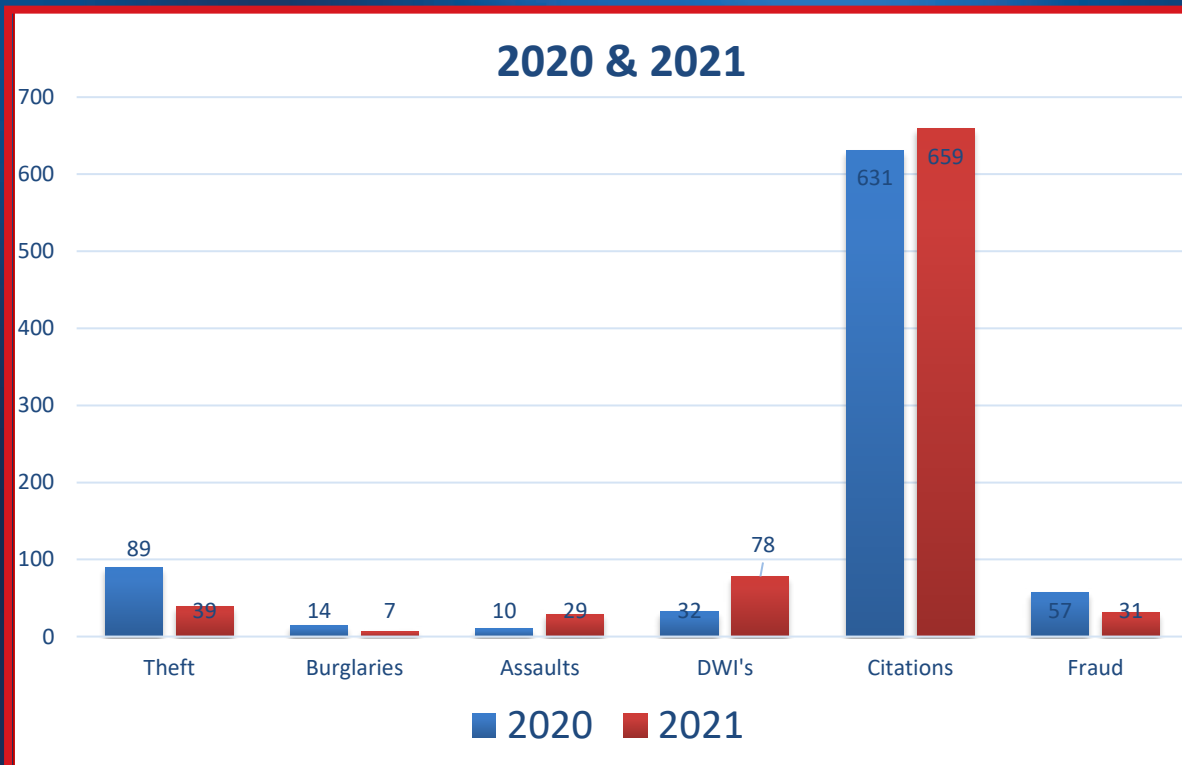


- Part 1 & 2
- Part 3,4 &5
- Traffic Stops
- Investigations
- Citations

# 2020 & 2021 STATISTICS

Calls for service breakdown: Part 1 & 2 offenses

	<u>2020</u>	<u>2021</u>
<b>Thefts</b>	<b>89</b>	<b>39</b>
<b>Burglaries</b>	<b>14</b>	<b>7</b>
<b>Assaults</b>	<b>10</b>	<b>29</b>
<b>DWIs</b>	<b>32</b>	<b>78</b>
<b>Citations</b>	<b>631</b>	<b>659</b>
<b>Fraud</b>	<b>57</b>	<b>31</b>

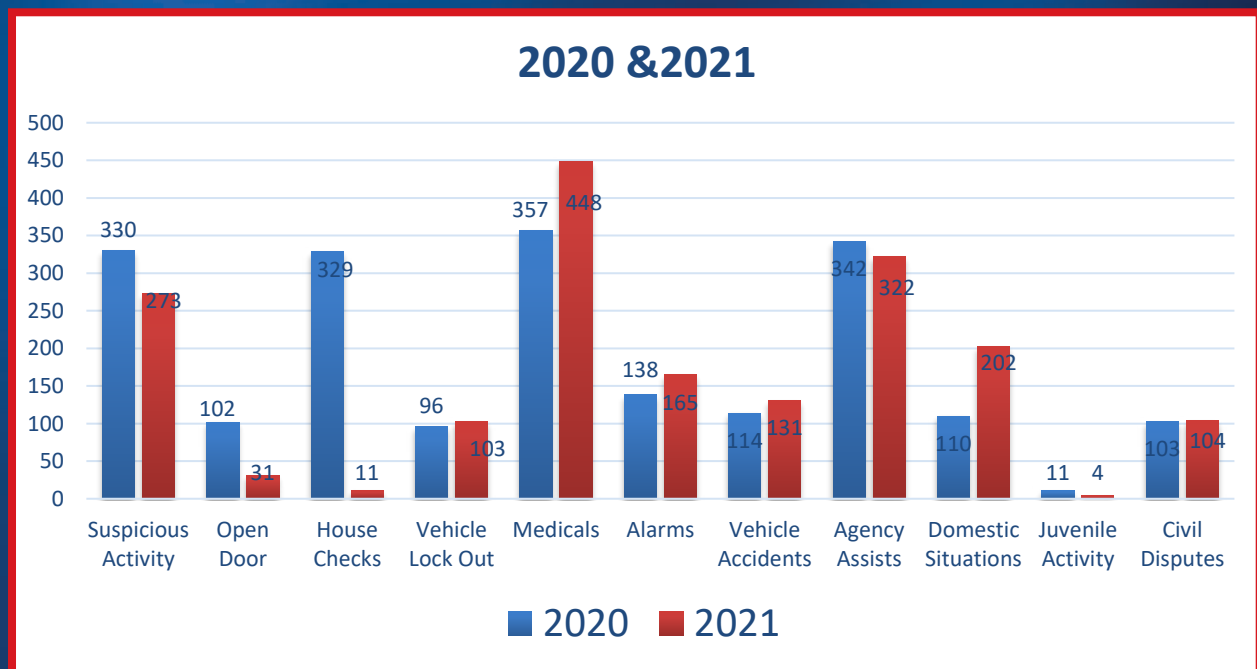




# 2020 & 2021 CALL FOR SERVICE

Calls for service breakdown: Part 3, 4, 5 offences

	<u>2020</u>	<u>2021</u>
Suspicious Activity	330	273
Open Door	102	31
House Check Requests	329	11
Vehicle Lockout	96	103
Medicals	357	448
Alarms	138	165
Vehicle Accidents	114	131
Agency Assists	342	322
Domestic Situations	110	202
Juvenile Activity	11	4
Civil Disputes/Landlords -Tenant/Child Custody	103	104





# TOWARD ZERO DEATHS

The statewide TZD or Toward Zero Deaths program was launched in 2003 by the Minnesota Departments of Public Safety, Transportation, and Health as a deliberate, interdisciplinary approach to traffic safety. The members of the TZD program team realized that moving toward a goal of zero deaths would require cooperation among state agencies as well as a way to build connections between state agencies and local organizations.

The TZD program team works in partnership with community and corridor groups to improve the traffic safety of a designated area. TZD provides technical assistance, materials, and guidance to local groups that are committed to reducing crashes and the fatalities and severe injuries that result from them. The TZD program team has identified four major focus areas for communities working to reduce traffic injuries and fatalities:

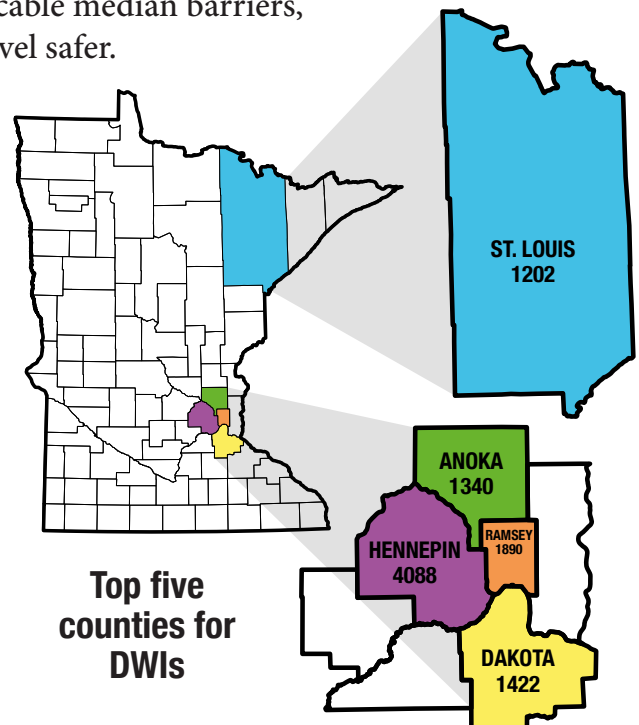
**Education:** Giving drivers the knowledge they need to avoid hazardous driving practices and choose responsible behavior.

**Emergency Medical & Trauma Services:** Providing fast, efficient emergency medical and trauma services to reduce fatalities and serious injuries whenever a crash does occur.

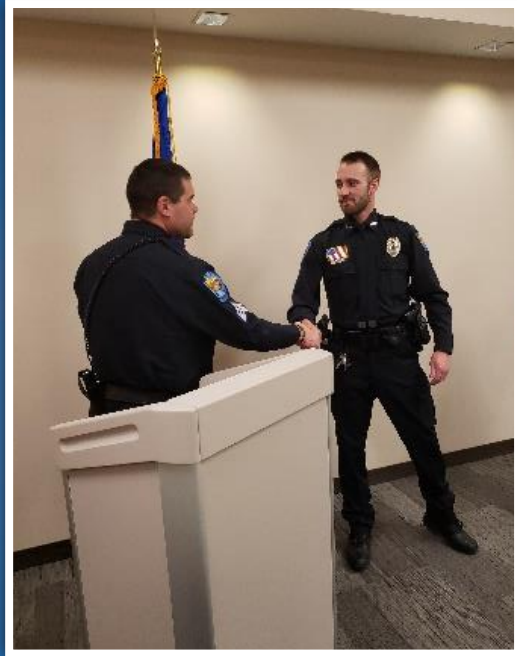
**Enforcement:** Ensuring compliance with traffic laws to change driver behavior and reduce unsafe driving practices.

**Engineering:** Changing the roadway—with cable median barriers, signage, the roadside, and more—to make travel safer.

Even with all of the TZD initiatives and efforts, law enforcement continues to see a high number of DUI arrests and traffic fatalities throughout the state. Unfortunately, accident fatalities increased from 394 in 2020 to 497 in 2021 statewide with 26 occurring in Anoka County. Of the 497 statewide fatalities 114 were alcohol related, 150 speed related, 21 distracted driving related and 103 were not wearing seatbelts. St. Francis officers participated in a number of TZD initiatives in 2021 in an attempt to make Anoka County roads safer.



# WELCOME OFFICER BARCK



# AWARDS

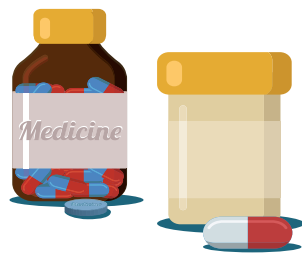




## ADDITIONAL SERVICES

# PRESCRIPTION DRUG TAKEBACK

According to the DEA, most people who misuse prescription drugs get them from family, friends, and acquaintances. To avoid this potential opportunity for abuse it's best to safely dispose of unused or expired medications. The best way to dispose of most types of unused or expired medications is to drop off the medication at a drug take back site location immediately.



St. Francis is one of 11,000 sites nationwide that unused prescription drugs can be dropped off as part of the “Prescription Drug Take Back Program”. This provides community members a safe way to dispose of unwanted or expired prescription medications to be disposed of in a way that is safer for the environment. The police department also participated in two National Prescription Drug Takeback Events in April and October 2021. Between our prescription drop box and National Drug Take Back Days, the police department collected 260 pounds of prescription drugs in 2021.

## CERTIFIED CAR SEAT INSTALL AND INSTRUCTION



The St. Francis Police Department currently has one certified Car Seat Technician who is able to assist the public by ensuring child restraints are installed by manufacturer's specifications. The technician typically holds at least one annual Car Seat Clinic at the police department where the public is invited to come and have their child restraints installed or to make sure they're installed correctly.



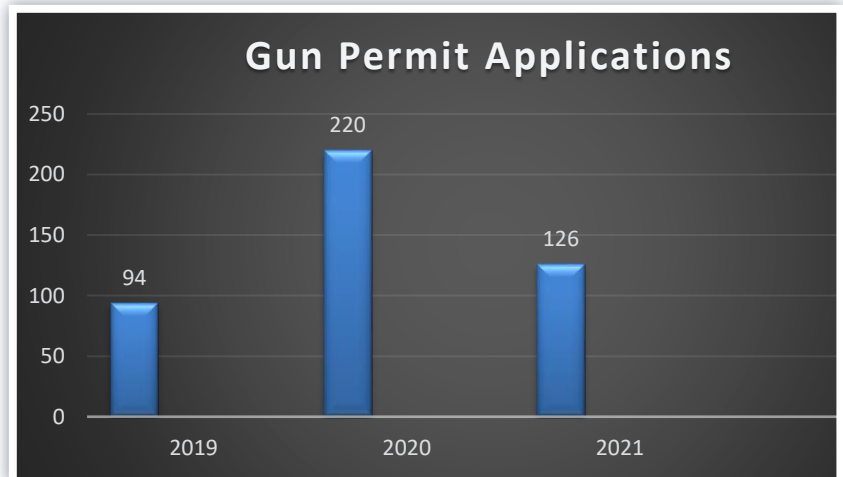
# EMERGENCY RESPONSE DECAL PROGRAM

We have established an Emergency Response Decal Program. The reason behind the program is to assist police in responding to certain calls for service. These decals will help in knowing who we could possibly be dealing with, and to assist them with the correct treatment or care. This will also help officers pass along useful information obtained from the decals to the responding paramedics and fire departments.



## GUN PERMITS

The St. Francis Police Department processed 126 gun permit applications in 2021 with denial of six applicants.



Gun Permit Purchase applications are processed in the jurisdiction where you reside. St. Francis residents can drop applications in person during lobby hours or in the police department vestibule secure drop box any time. Applications are processed, issued or denied within seven business days. Permits are good for one year. Permit to Carry applications are processed by the Sheriff's Office in the county you reside.

Any questions please feel free to contact us at 763-753-1264.

# COMMUNITY RELATIONS

The St. Francis Police Department has a great relationship with the community and strives to create trust and confidence in the city we serve. The police department is dedicated to customer service and goes that extra mile in creating a strong working relationship with the public through public engagement.

## **Citizens Academy**

This is a six week course designed to introduce residents to the structure and daily operations of the St. Francis Police Department. The fast paced academy provides both classroom and hands-on training which offers a fun and safe behind the scenes look at the functions of the police officers.

## **Bike Rodeo**

The Police Department teams up with the Fire Department to host an annual Bike Rodeo to teach children bicycle skills and safety. It is a one day event with a bike course, bike inspections and helmet checks along with free bike and helmet giveaways.

## **Free Dog License Day**

Free Dog License Day at the Police Department to all local residents to receive free dog licenses for the year. This event replaced our previously held pet clinic.

## **National Night Out**

National Night Out is sponsored by the Minnesota Crime Prevention Association and local law enforcement communities. This is an event that promotes police community partnerships and neighborhood camaraderie and to make our neighborhoods safer. This year the National Night Out Party in the Park had a great turnout from the community. Some of the events were; The Ambassadors, a dunk tank, face painting, Fire Department, stock car, City Hall, Army Rock Climbing Wall, Life Link Helicopter, and the Police Department and squad cars.

## **Stay at Home Class**

This safety program is for children ages 9-12 years old which teaches home safety and accident prevention. The Course content included: people safety (“Tricky People” and Safe Strangers), online and internet safety, snacking and kitchen safety, home fire safety, preventing home accidents, how to handle emergencies and other situations.

## **Cone With a Cop**

This program gives kids an opportunity to visit with members of the Police Department and cool off with a free ice cream cone. Thank you to the St. Francis Dairy Queen for sponsoring this event.

## **Car Seat Clinic**

The Police Department holds a Car Seat Clinic once a year, which gives people the opportunity to get a free safety car seat check. The St. Francis Police Department is committed to keeping children safe and wants to remind you this is a simple way to ensure your children’s safety.

## **Eddie Eagle**

The Eddie Eagle Gun Safety program is a gun accident prevention program that seeks to help parents, law enforcement, community groups and educators navigate a topic paramount to our children’s safety. Eddie and his Wing Team are on a mission to help the Pre-K through 4th graders learn what to do if they ever come across a gun.

## **Santa & Toys for Joy Toy Drive**

To celebrate the Christmas season and to help support the Toys for Joy Foundation the Police Department has called in the big guy, aka Santa to bring the Christmas cheer at the St. Francis Police Department. Thank you to all who helped with the toy donations.

# STAY AT HOME



# BIKE RODEO



# CONE WITH A COP





# NATIONAL NIGHT OUT





# NATIONAL NIGHT OUT

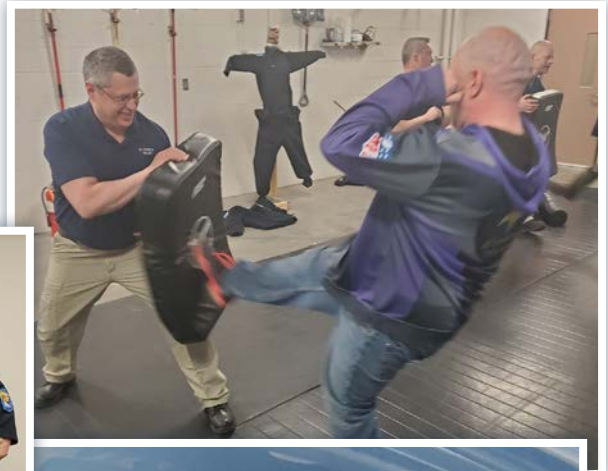




# EDDIE EAGLE



## CITIZENS ACADEMY





# SANTA



# TOYS FOR JOY



# FREE DOG LICENSE DAY



# CAR SEAT CLINIC



## Acknowledgements

**Mayor:**

**Steve Feldman**

**City Council Members:**

**Sarah Udvig**

**Robert Bauer**

**Kevin Robinson**

**Joe Muehlbauer**

**City Administrator:**

**Joe Kohlmann**



**City of St. Francis**  
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