



**City of Newport
City Council Minutes
September 15, 2016**

1. CALL TO ORDER

Mayor Geraghty called the meeting to order at 5:30 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Council Present – Tim Geraghty; Tom Ingemann; Bill Sumner; Tracy Rahm; Dan Lund

Council Absent –

Staff Present – Deb Hill, City Administrator; Steve Wiley, Fire Chief; Renee Eisenbeisz, Assistant to the City Administrator; Fritz Knaak, City Attorney; Larry Osterman, Sergeant; Jon Herdegen, City Engineer;

Staff Absent - Bruce Hanson, Supt. of Public Works;

4. ADOPT AGENDA

Mayor Geraghty - The habitat for humanity presentation will be at the October 6th meeting instead. Also, we have a bench handout for the consent agenda, Resolution No. 2016-39 for a gambling permit for the South St. Paul Lions Club.

Councilman Lund - Can we add a discussion about compost site fees to New/Old Business?

Motion by Rahm, seconded by Lund, to adopt the Agenda as amended. With 5 Ayes, 0 Nays, the motion carried.

5. ADOPT CONSENT AGENDA

Councilman Sumner - I have a question on the regular minutes.

Motion by Sumner, seconded by Rahm, to approve the Consent Agenda as amended, which includes the following items:

B. Minutes of the August 18, 2016 City Council Workshop Meeting

C. List of Bills in the Amount of \$161,932.65

D. **Resolution No. 2016-39** - Approving a Gambling Application for the South St. Paul Lions for October 8, 2016

With 5 Ayes, 0 Nays, the motion carried.

A. Minutes of the August 18, 2016 Regular City Council Meeting

Councilman Sumner - On page 6, Supt. Hanson says that "October 30th is the MnDot paving." Is that the end of MnDot paving?

Councilman Rahm - That's how I remember it.

Councilman Sumner - So it's just incomplete.

Asst. to the City Administrator Eisenbeisz - I think that's how he left it.

Councilman Sumner - I think we should indicate that it's the end of MnDot paving.

Motion by Sumner, seconded by Geraghty, to approve the August 18, 2016 Regular City Council meeting minutes as amended. With 5 Ayes, 0 Nays, the motion carried.

6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE

Ron Graf, Corner of 10th Avenue and Mark Court - I have an idea for the old ice rink in Loveland that is being torn down. It'd be basically donated for disc golf. It wouldn't be very expensive, a fraction of the cost to run the course. I think it'd be great. It's an ever-growing sport. I've been going to Loveland for years and I think the batting cage was a bad call given that it's rotting away. You could utilize the entire park for a nine basket course. Or you could just utilize the warming shack and ice rink area for six baskets. We do have support for this. Next, I would come back with a proposal for how much it would cost.

Mayor Geraghty - We haven't made a decision on the rink yet. We'll be talking about it between now and December. Feel free to bring a proposal back to the Park Board.

Councilman Lund - The Park Board has talked about that. There's a lot of acreage back in the woods.

Mr. Graf - Yes, Tom Marcus tried but hasn't really walked it. I made him walk it with me one time. Any remaining money from the donations would be for improving Busy Beaver Park. I think it would be good for the community. Anything else there, I don't see succeeding. Anyone can play disc golf. If that's decided for there, any money saved could go for the other ice rink. I think I've seen six people on that ice in the last two years.

Councilman Lund - I think it would be great to put a proposal together and talk with staff and bring it to a Park Board meeting.

Mr. Graf - My plan is to get donations from local businesses. I just found out about this and that there was a meeting tonight so I wanted to get the ball rolling. If it doesn't succeed, it's easy to take down. I would do the concrete work and baskets.

Councilman Sumner - How big of a population do you think would play that?

Mr. Graf - I've been golfing at a park in Cottage Grove for 20 years, just in the last five years, it's increased quite a bit. I also have an idea for Pioneer Day. The baskets cost about \$400 each but they would be cheaper if you bought in bulk. New Hope Church has a decent course. I do have statistics on the popularity. You tried a lot of things up there. I don't see the softball fields being used and have never seen the batting cages used. It's to use space that's not being used now.

7. MAYOR'S REPORT -

Mayor Geraghty - I just want to remind people that our next meeting will be at the Newport Library.

8. COUNCIL REPORTS

Councilman Rahm - Nothing to report.

Councilman Ingemann - I was at the Planning Commission workshop last week and they discussed a buffer area next to the refinery. They asked for some numbers and will be discussing it again. There is a meat raffle at the Cloverleaf Bar and Grill on Friday at 4:00 p.m. and it'll go until the meat is gone for the Fire Department.

Councilman Sumner - I attended a Heritage Preservation Commission meeting. We discussed numerous buildings in Newport. They also talked about the Veterans' Memorial. There's an interest to get more pavers in there. They were going to reach out to some veterans' organizations to see if we can identify more Civil War Veterans. Anyone who has had military service can get a paver in there. In addition, I saw in some literature that the Met Council Wastewater Collection and Treatment Fee will be increased 5.4% which will impact our sewer charges. I also attended the Safe Summer Night event with all the Washington County commanders onsite. It was a great event and I talked with several people. I also attended an event at the Stillwater Historical Courthouse where letters of excellence were given to Deputy Eichman and Deputy Martin for their work on a drive by shooting. They identified a suspect in a drive by shooting in Newport. Things are going extremely well.

Councilman Lund - I attended a Park Board meeting where there was a presentation by Robert Vogel about the millpond. He'd like to see the City acquire that. I also attended the two Washington County Sheriff events and congratulate Deputies Eichman and Martin for their service.

Mayor Geraghty - I've also asked Bob Vogel to speak at the next meeting about the history about the library.

9. ENGINEER'S REPORT

Engineer Herdegen - I can give some updates on projects. We have most everything surveyed for the 2017 projects. I got here early and walked all of those streets and took some good videos. Hopefully we'll have some designs in the next couple months and neighborhood meetings in December. For Cedar Lane, the gas line has been moved and hopefully that'll be finished next week. For the fishing pier, we're going to meet with Councilman Lund late next week to go over some designs.

10. ADMINISTRATOR'S REPORT

A. Resolution No. 2016-38 - Establishing a Proposed Preliminary Levy Certification for Levy Year 2016, Payable 2017

Admin. Hill presented on this item as outlined in the September 15, 2016 City Council packet. The City Council will be discussing an ordinance to increase the Mayor and Council salaries of about \$55 per month at a future meeting. The proposed preliminary levy is for a 2% increase.

Councilman Sumner - Is there any fat that can be trimmed?

Admin. Hill - The estimate for the debt service will be coming down.

Councilman Sumner - We can't come down from this?

Admin. Hill - We can go down, we can't go up.

Councilman Rahm - Do we have any information on how high taxes will go up? In the past, when the property taxes go up, we get a windfall from that.

Admin. Hill - The median value will go up 7%.

Councilman Lund - That doesn't affect the tax value. The rate goes lower.

Admin. Hill - At a 0% increase, the median value home's taxes would increase by \$35.

Councilman Lund - That means homes are taking a larger share of the tax base then?

Councilman Rahm - If we hold the line on spending the whole thing is that we can lower the tax rates.

Councilman Lund - A lot of communities see the assessed value go up and say they're holding the taxes flat but they're following the assessed values.

Mayor Geraghty - What was the precertification last year?

Admin. Hill - \$2,280,416. It's an increase of just over \$45,000.

Mayor Geraghty - So it's \$2,325,994?

Admin. Hill - Yes. The truth in taxation hearing will be December 1, 2016.

Motion by Ingemann, seconded by Sumner, to approve Resolution No. 2016-38 as presented. With 5 Ayes, 0 Nays, the motion carried.

B. Community Garden Discussion

Admin. Hill presented on this item. The City would like to move the community garden to some land on the corner of 4th Avenue and 15th Street behind the Glen Road overpass. It's owned by the County so the City will need to submit a right of way permit and \$100 payment. The Council gave staff direction to move forward.

Admin. Hill - I have one other thing. I received an email from Pauline asking about what the City is going to do for storm sewer on her street. I spoke with Jon Herdegen and we don't have anything on the horizon.

Mayor Geraghty - At the last meeting, it was suggested that we look at 10th Street improvements all the way to 7th Avenue because it's never been done. It was Bruce's opinion to look at that.

Councilman Lund - I think her point is that the 10th Street Overlook cause runoff into her yard.

Mayor Geraghty - I think we need to look at corrective action. Do you want the Engineer to start the design?

Councilman Ingemann - That would waste that surplus you think we'll have.

Councilman Lund - I'd be interested to hear what Bruce and Jon think. We can put that on the next agenda.

Councilman Rahm - I'd be interested to hear that too.

Admin. Hill - Ok, we can do that.

11. ATTORNEY'S REPORT - Nothing to report.

12. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT –

Sgt. Osterman - Thank you for those that came out to the awards ceremony. I have a video to show from the Office of Justice Programs on "Drugs and Your Kids" (showed video).

Councilman Sumner - What are you seeing for drug trends?

Sgt. Osterman - They're always evolving. There's a lot of heroin increase. We're all carrying opiate blockers right now.

Councilman Ingemann - What's marijuana wax?

Sgt. Osterman - It's cooked down with butane and has a 7-10 times higher potency.

Councilman Rahm - Is DARE still going on?

Sgt. Osterman - It's not as prevalent as it used to due to funding, scheduling, etc. I believe Scandia and Hugo still have that program.

Councilman Ingemann - It's still a good motto, if you see something, say something.

Councilman Sumner - What's the typical reaction from law enforcement if a parent says that they want you there, do you lock up the kids?

Sgt. Osterman - Each situation is different, we always try to get them in contact with the help that they need.

Councilman Sumner - Just a few years ago we had the sale of synthetic drugs in Woodbury and the girls were dying from it.

Sgt. Osterman - Yes, for example, marijuana is a lot stronger than when we were young. We just want people to be aware.

Councilman Rahm - Do you think Newport is above average?

Sgt. Osterman - It's everywhere, I wouldn't say it's any worse here than anywhere else.

13. FIRE CHIEF'S REPORT - Nothing to report.

14. SUPERINTENDENT OF PUBLIC WORKS REPORT – Nothing to report.

15. NEW / OLD BUSINESS

A. Update on Recycling and Energy Center Odor Study

Councilman Ingemann provided an update on the Recycling and Energy Center Odor Study and provided the attached documents. The Ramsey/Washington Recycling & Energy Board (R&E Board) is currently conducting an odor mitigation study related to the Recycling & Energy Center (R&E Center). As part of the study, 14 monitoring points were strategically selected around the R&E Center and the City of Newport. Figure 1 shows the MPCA Air Permitted Facility and Figure 2 shows where odor sensors are located within the study area. The circles in both figures is the area that's being studied. The study will be going until the end of October. Figure 3 shows the garbage smell results to date. Residents can call the South St. Paul Odor hotline if they have odor complaints. The City Council directed staff to update the information on the City website for the Odor hotline. Washington County will be providing an update on this study at the October 20, 2016 City Council meeting.

Councilman Lund - If it was going to rely on people's complaints, we needed to let them know upfront so this is frustrating. It's not useful to expect the complaint line that's been in place for several years with no action.

Councilman Sumner - I've talked with a lot of people and they say it just stinks.

Kay Buetow, 1777 3rd Avenue - I'm about six houses from Newport Collision. I've complained about this odor for years. The link, when I've tried, it takes me to South St. Paul. They're asking me all these questions, I don't see a phone number. When I first started complaining, I was told it was the hide company. It's garbage. Bill, you told me it's the hide company, I have your email. It usually happens worse on a Monday. It's unbelievable, it'll give you a headache. The last couple months, it's been better.

Councilman Lund - I know Karla Bigham has been working with them a lot to not let them stockpile trash.

Ms. Buetow - You can't build anything there when it smells so bad. I'm hoping this will be taken care of. I've never gotten feedback except one time, the manager called me directly at home and admitted it was coming from there.

Councilman Lund - There are sources on both sides of the River. The County has bought the facility and are working on it.

Admin. Hill - This is just the start.

Ms. Buetow - I think you should put that number in the newsletter.

Councilman Lund - We have to let people know to call now.

Councilman Rahm - The only concern I have is that the PowerPoint says that odors aren't a regulated activity.

Councilman Lund - Our nuisance ordinance prohibits odors so we could use that.

Councilman Sumner - We have deputies in Newport 24/7, is this something we could ask them to handle?

Sgt. Osterman - That would be very unusual. I've never ran into something like that.

Councilman Sumner - This smell is universally recognized.

Councilman Rahm - I agree with Dan, it's on both sides of the River.

B. Background Check Policy for Employees and Volunteers

Asst. to the City Administrator Eisenbeisz presented on this item as outlined in the September 15, 2016 City Council packet.

Councilman Sumner - How many are impacted by this?

Asst. to the City Administrator Eisenbeisz - Just the library volunteers, two have said they won't go and two have already gone. The rest are waiting for you to make a decision.

Councilman Lund - Who gets access to this data? And the report that comes either says there should be a concern or there isn't a concern? It's not private data?

Asst. to the City Administrator Eisenbeisz - The reports I've gotten have said "there's nothing in this check that would cause concern."

Sgt. Osterman - If a red flag comes up, the data that can be released to the City would be. The checks that were done were just done in Minnesota. If you had someone in Wisconsin and they had some involvement in something and you only ran the Minnesota check, you wouldn't know that unless you ran the national database.

Councilman Lund - I think it would help if we could give more information to the volunteers about the data being collected.

Councilman Rahm - I'd like to know where the fingerprints go. I've had my fingerprints scanned. We'll be moving to internet version 6 which will require everyone to have a unique identification. My unique identification was hacked by foreign governments. Once they have that and your personal information, they can impersonate you on the net. Where is this data going? I'm concerned about technology moving along and there could be other issues. Where is this being stored, how is it being used?

Councilman Sumner - Is the record expunged once the search is done?

Councilman Rahm - The government doesn't throw anything away. I've been told that these prints go to cold cases.

Sgt. Osterman - When people come in to get their prints done, it's a scanner and a card is printed off. I know it goes from jail intake to Inspector Heuer who runs the checks. It goes to the BCA and FBI. We'd have to ask Inspector Heuer how long it's held and where it's held.

Councilman Rahm - Is the Minnesota background check good enough? What do the prints give you?

Councilman Ingemann - It gives you the national check. I don't have an issue with the new background check.

Mayor Geraghty - I'd request that new employees do the same thing.

Councilman Rahm - Does the School District do the same thing?

Sgt. Osterman - I don't know. All of our people do.

Motion by Ingemann, seconded by Geraghty, to approve the new background check policy for volunteers working with children and future employees. With 5 Ayes, 0 Nays, the motion carried.

C. Investigation Report from Dakota County

Admin. Hill presented on this item. The City Council directed staff to initiate an independent, third-party investigation into the City's Police Department procedures for evidence retention in November 2015. Dakota County conducted the investigation and provided the attached report.

Councilman Lund - The report says that everything that the Washington County Sheriff's Office found was true and everything they did to mitigate the problems was proper. It verifies.

Mayor Geraghty - There wasn't enough information or data to proceed with prosecutions.

Councilman Lund - The investigator didn't look into any level of detail what happened to the inventory that was unaccounted for.

Councilman Rahm - I'm concerned about that because it doesn't look like a thorough investigation. The officers weren't questioned and neither was the police chief who had responsibility for that area. I think those are big issues that I have concerns with.

Councilman Lund - I agree with you there.

Mayor Geraghty - Even if that was done, I don't think anything would have been discovered. They have fifth amendment rights.

Councilman Sumner - It says that the statute of limitations has expired. It was a verification of what we had learned.

Motion by Ingemann, seconded by Geraghty, to accept the investigation report from Dakota County. With 5 Ayes, 0 Nays, the motion carried.

D. Compost Site Fees

Councilman Lund presented on this item and is wondering if the City should remove the compost site fee of \$5 in the interest of getting residents to clean up their yards and using the compost site. The fee helps pay for the compost site attendant. The City Council directed staff to put this on the October 6, 2016 City Council agenda so that Supt. Hanson can report on it.

16. ADJOURNMENT

Motion by Geraghty, seconded by Ingemann, to adjourn the regular City Council meeting at 6:57 p.m. With 5 Ayes, 0 Nays, the motion carried.

Signed: _____
Tim Geraghty, Mayor

Respectfully Submitted,

Renee Eisenbeisz
Assistant to the City Administrator

**Ramsey/Washington
Recycling and Energy Board:
*Facility Committee***

August 25, 2016 Meeting



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**Item IV. a.
Odor Mitigation Study Update**



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Odors and Odor Measurement

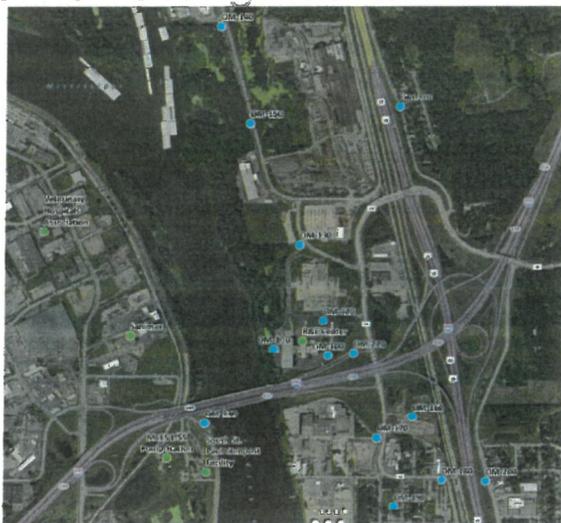
- Sensory Perception, Subjective to each Individual
- May or May Not be Offensive or Nuisance
- Not a Perfect Science
- Use Standardized Methods
- Measure 3 Components
 - Ambient concentration
 - Hedonic Tone—Pleasantness or Unpleasantness
 - Weakness/Strength

ST CROIX
SENSORY
DID STUDY

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Baseline Testing Locations



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Initial Baseline Testing Results

See handout



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Research Odor Issues and Efforts

- Odors are not a regulated activity
- Other similar refuse derived fuel facilities do not have odor mitigation plans/ordinance
- South St Paul – Ordinance and Compliance System



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Summary Meeting with Surrounding Cities and Business



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Next Steps

Analyze Data

- Determine intensity/type/frequency of potential Facility odors and possible conditions that can contribute to odor level
- Based on research, develop mitigation recommendations
 - Based on findings determine needed changes.
 - Receive input on results and recommendations, including area residents, businesses within X miles of the Facility.



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Item V. a.
Update on New Technology Evaluation and Site Visits



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Alternative Technology Pathway

Task	2016	2017	2018	2019
Waste sorts	X	X		
Processing equipment	X	X		
Request for Expressions of Interest for MWP	X	X		
Request for Proposals for MWP		X		
Installation and operating MWP			X	X
Facility improvements		X	X	
Organics		X		
Permits		X	X	
Financing			X	



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Request for Expression of Interest: Technologies to Process Mixed Municipal Solid Waste

- Key dates

- Optional individual tours – week of Aug. 15, 2016
- Questions due – 4 p.m. Aug. 24, 2016
- RFI responses due – 4 p.m. Sept. 8, 2016



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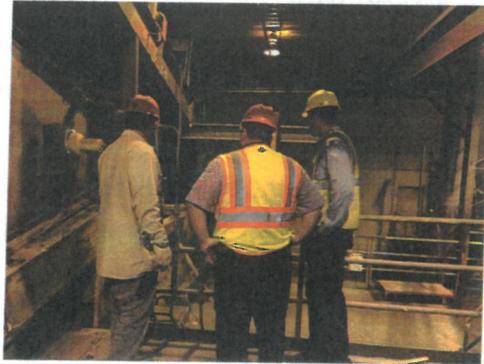
Option Site Visit (Aug 15 – Aug 22)

1. BHS
2. Coronal
3. CP Group
4. Machinex
5. Organix Solutions
6. Randy's
7. Stadler
8. Van Dyk
9. Vecoplan



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Viewing RDF & metal recycling



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RFEI Next Steps

- Review RFEI results
- Visit reference facilities
- Develop key dates/timeline (now through RFP)

Ramsey/Washington
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September 30th Tour

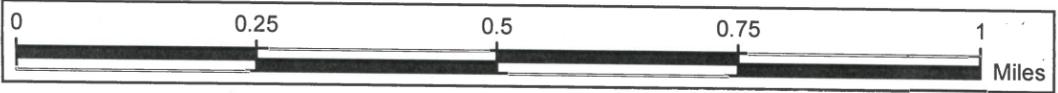
- Local tour
 - Dem-Con: Shakopee Environmental Campus
 - Randy's Environmental Services: Delano
- Next steps
 - Develop fact sheet for each facility that identifies:
 - Equipment to view and its potential usage in MWP
 - Questions to consider



NOTES:

1. Imagery from esri, courtesy of the Microsoft Corporation and its data suppliers.
2. 2015 parcel data downloaded from Minnesota Geospatial Data Commons.
3. Contour data downloaded from MnTopo.
4. Potential odor sources in Saint Paul (0), Newport (1), and South Saint Paul (6) identified within 1 mile of the odor study area from "A Summary of Odor Monitoring, Modeling, and Complaints in South Saint Paul" (Trinity Consultants, July 2013).
5. MPCA Air Permitted Facilities in Saint Paul (2), Newport (4), and South Saint Paul (13) identified within 1 mile of the odor study area from the "What's in My Neighborhood" (MPCA GIS database, August 2016).

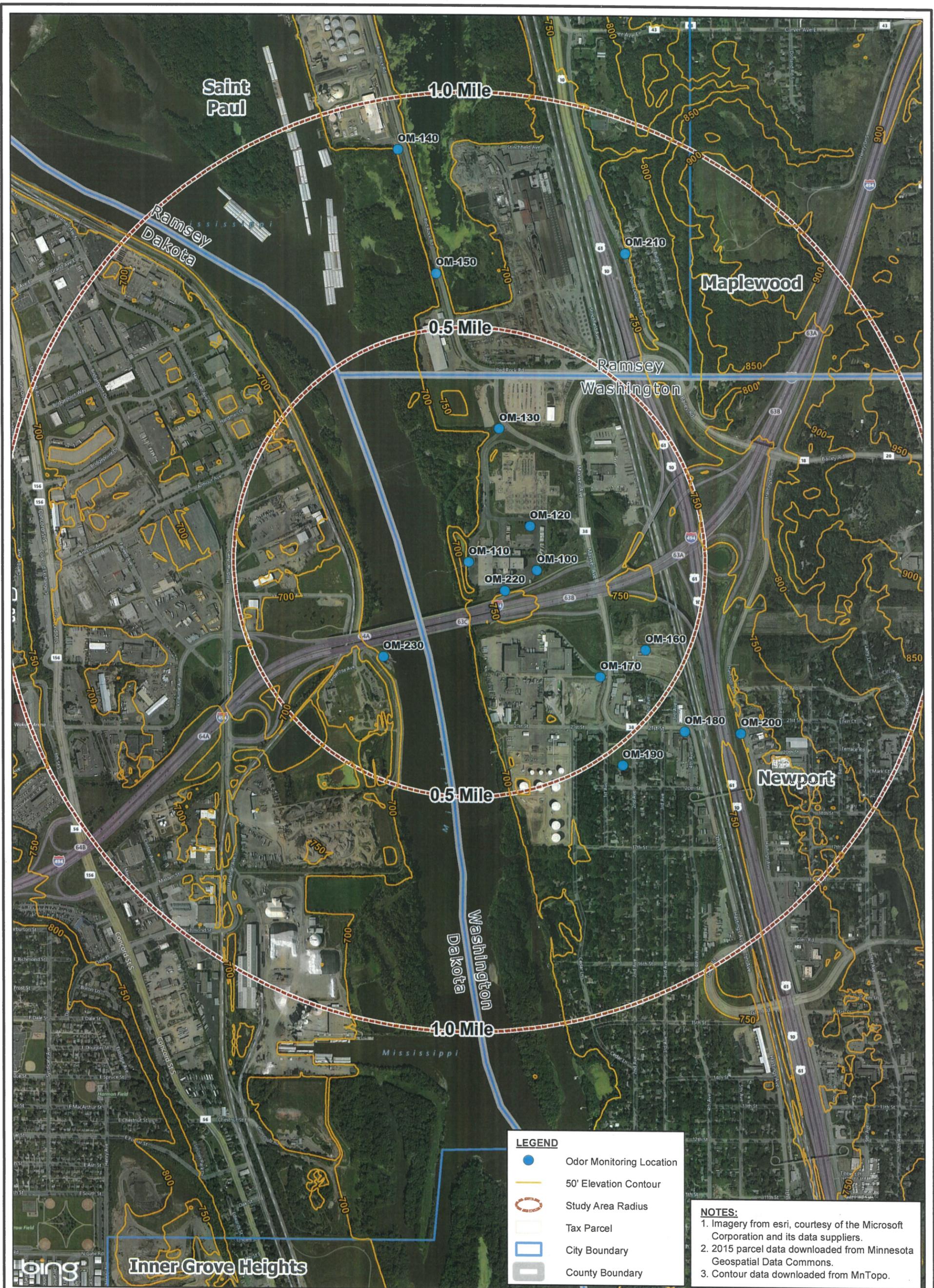
LEGEND			
Location Description	Facility Name		Study Area Radius
	Potential Odor Source		Tax Parcel
	Field Identified Smell Generating Facility		City Boundary
	MPCA Air Permitted Facility		County Boundary
	50' Elevation Contour		



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FIGURE 1		
IDENTIFICATION OF INDUSTRIAL FACILITIES POTENTIALLY CONTRIBUTING TO LOCAL AIR QUALITY		
Date: AUGUST 2016	Revision Date:	
Drawn By: BJW1	Checked By: BMS2	Project: 16R002

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information and data used for reference purposes only.



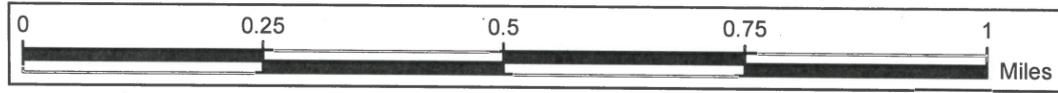


LEGEND

- Odor Monitoring Location
- 50' Elevation Contour
- Study Area Radius
- Tax Parcel
- City Boundary
- County Boundary

NOTES:

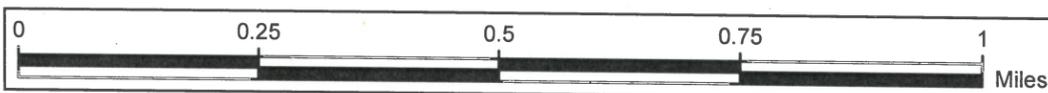
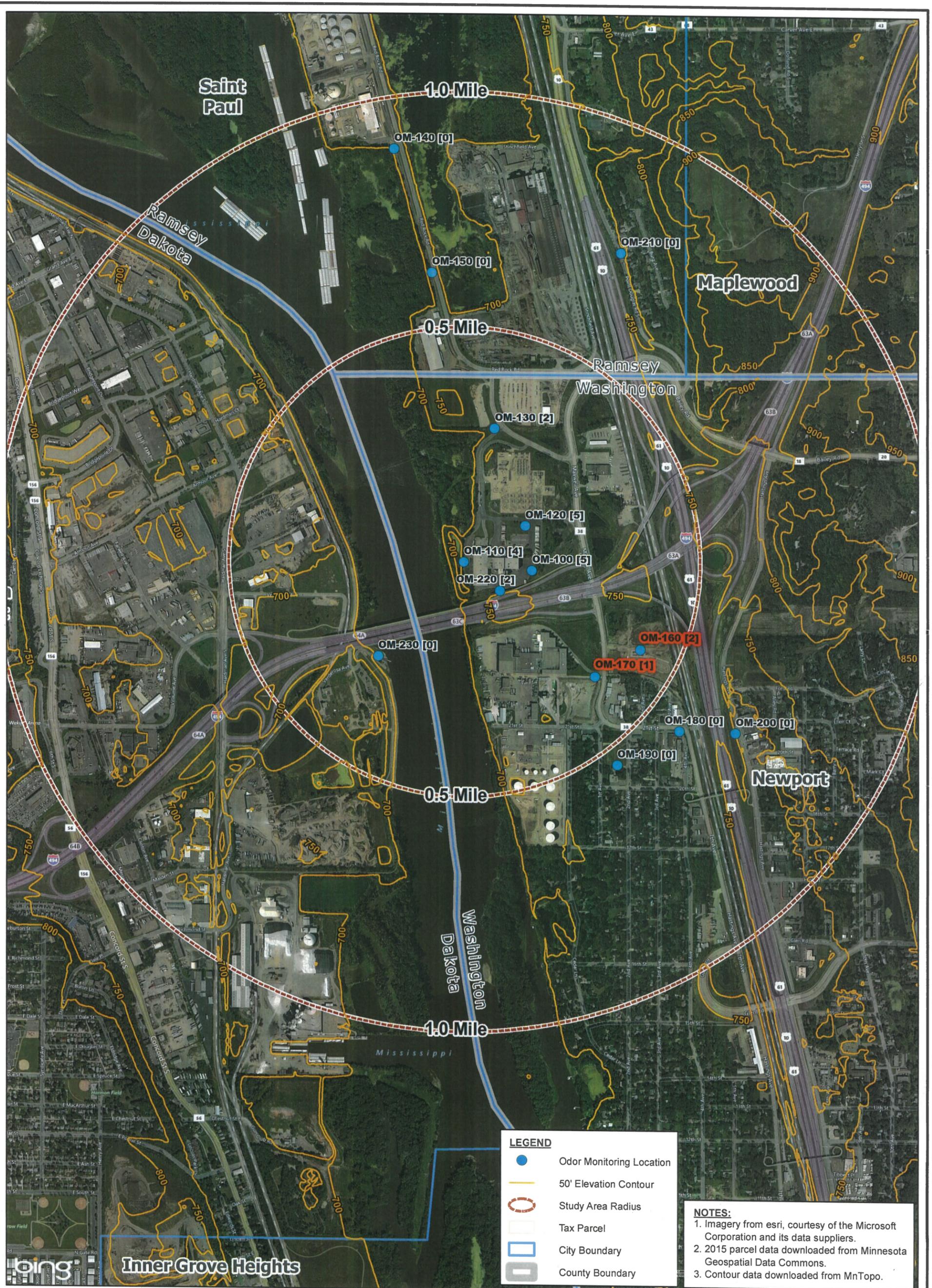
1. Imagery from esri, courtesy of the Microsoft Corporation and its data suppliers.
2. 2015 parcel data downloaded from Minnesota Geospatial Data Commons.
3. Contour data downloaded from MnTopo.



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FIGURE 2		
ODOR STUDY AREA		
Date: AUGUST 2016	Revision Date:	
Drawn By: BJW1	Checked By: BMS2	Project: 16R002

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FIGURE 3		
GARBAGE SMELL RESULTS TO DATE		
Date: AUGUST 2016	Revision Date:	
Drawn By: BJW1	Checked By: BMS2	Project: 16R002

Dan Starry

From: Leko, Joseph <Joseph.Leko@CO.DAKOTA.MN.US>
Sent: Tuesday, August 23, 2016 3:40 PM
To: Dan Starry
Subject: Newport
Attachments: image004.emz; 16000970_Supplement_Rogers (1846817).pdf

Here you go Dan. Let me know if you need additional. Joe



Joe Leko
Dakota County Sheriff's Office | Chief Deputy
1580 Highway 55
Hastings, MN 55033
Office Phone: (651) 438-4710
joseph.leko@co.dakota.mn.us

The mission of the Dakota County Sheriff's Office is to provide professional, progressive, and proactive service while maintaining the public trust.

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Needs Follow-up: Yes

Incident Type: Other

Citation Issued: No

Investigation Needed: Yes

CAD #: 16007390

Admin Review Needed: Yes

Drug Related: No

Gang Related: No

OFFICER INFORMATION

Name	Agency	Badge	Type
Linda J Mischke	Dakota Sheriff	410	Creator
James P Rogers	Dakota Investigations	162	Investigator

EVENT DATES

Reported	On Scene	Cleared
2016-04-29 13:13	2016-04-29 13:13	2016-04-29 13:13

INCIDENT DETAILS

Address: 1580 Highway 55

Start Date: 2016-04-29 13:13

End Date:

Parties Involved

BUSINESS 1

Role(s): Mentioned

Business Name: Washington County Sheriff's Office

Business Type: GOVERNMENT/PUBLIC

Description:

Location:

SYNOPSIS

Assist Washington County Attorney's Office.

STATEMENT

On February 2016, I was asked by the Washington County Sheriff's Office to conduct a review of their investigation regarding the property room at the Newport Police Department. The Washington County Sheriff's Office had recently taken over law enforcement duties for the City of Newport and had conducted a thorough audit of the property system. The audit by Washington County Sheriff's Office showed that there was a number of items of evidence or property that were unaccounted for including guns, drugs and money.

On Tuesday, February 16, 2016, I did meet with Washington County Sheriff's Sergeant Larry Osterman at the Newport Police Department. Sergeant Osterman described in detail the procedure that was used to audit the Newport Police Department property room. Sergeant Osterman indicated there were a number of items of evidence that were unaccounted for after the thorough audit of the entire property system. Sergeant Osterman had indicated that there was a number of storage areas for property/evidence including the Newport Police Department building and the Public Works Building.

Sergeant Osterman explained the former Newport property system consisted of an inner and outer room with all officers having access to the outer room. If an officer obtained property or evidence it was entered into the system and put in the outer room. The property was then moved from the outer room to the inner room by the Chief or the designated property person. The inner room was supposed to have very limited access, restricted to the Chief and the designated property person, which would be a standard procedure. In interviews with employees it was learned that the key for the inner room was kept in a location where all officers had access to it. This practice severely compromised the integrity of the inner room and as a result the property system as a whole.

Sergeant Osterman gave me a tour of the property rooms located at the Newport Police Department. Sergeant Osterman indicated that the rooms were in the process of being remodeled to make the property system compliant with current acceptable law enforcement standards. Sergeant Osterman also indicated that after Washington County Sheriff's Office took over police enforcement duties for the City of Newport they adopted Washington County property room policies for entering evidence or property into the system.

Sergeant Osterman also showed me a set of evidence lockers which had been purchased by the Washington County Sheriff's Office to make the property system comply with normal accepted property room procedures.

After speaking with Sergeant Osterman and touring the Newport Police Department, I was convinced that significant changes and procedures were put in place to assure that the property system was in full compliance with State Statutes and Washington County Sheriff's Office policies.

On February 29, 2016, I received two three-ring binders containing numerous documents related to the audit of the Newport Police Department property system. These documents included property sheets, emails, photographs and reports related to the audit of the property room.

I did review all documents that were sent to me and it appears that Washington County did a very thorough auditing of the property system. After speaking with Sergeant Osterman and having a tour of the Newport Police Department building and also reviewing the numerous documents related to this investigation, I believe that Washington County implemented significant changes in how property and evidence is handled at the Newport Police Department. It appears that they implemented all recommendations that came out of their reports. These recommendations include:

- Train all officers on proper handling packaging of evidence.
- Train personnel assigned to maintain evidence room, the proper procedure for logging evidence from intake to disposal following the best practices set by the State Auditor's Office.
- Use the RMS System to track all movement of evidence and property while in the care of the Newport Police Department up to including the final disposition.
- Create an evidence/intake area where all evidence is placed into an intake locker by the officer. Once the evidence is placed in the locker, the only person that can remove the evidence is the person assigned to oversee the evidence room.

- Add a refrigerator to the Intake area for blood, urine, sex assault kits and other perishable items to be placed in.
- Add an area for the package and improve the package being used when sealing evidence.
- Change the lock on the outer evidence room door and limit the number of keys issued using high security keys or add card reader system.
- Change the lock and limit access to the evidence room to two people.

I reviewed documents showing numerous items that had been entered into the property system that could not be accounted for. These items included drugs, guns, and cash. I noted the majority of the cases were very old, some dating back as far as 1997. Even the most recent cases went back to 2011. The age of the cases along with the total lack of paperwork associated with these cases would make it extremely difficult if not impossible to conduct further investigation as to what happened to the unaccounted for items. Additionally, Statutes of Limitations would have expired on all cases making it futile to conduct further investigation.

A copy of this report along with all related documents should be forwarded to Washington County Sheriff's Office.

ljm, #410