

**CHAPTER 14**  
**LAW ENFORCEMENT**  
**SUB-CHAPTER A**  
**FREEDOM BOARD OF POLICE COMMISSIONERS**

**14.01 TOWN POLICE DEPARTMENT:** The Town of Freedom Police Department is hereby established pursuant to Wisconsin Statutes Section 60.56(1).

**14.02 BOARD OF POLICE COMMISSIONERS:** The Freedom Board of Police Commissioners is hereby established pursuant to Wisconsin Statutes 60.57. The Board of Police Commissioners shall be organized pursuant to Wisconsin Statutes Section 62.13(1):

(1) The Board of Police Commissioners shall consist of five citizens; no more than three shall belong to the same political party.

(2) The Town Chairman shall appoint the initial Board of Police Commissioners to five years staggered terms. Thereafter between the last Monday in April and the first Monday in May of each year, the Town Chairman shall appoint one member for a five year term. All appointments shall be in writing and filed with the Secretary of the Board.

(3) The Board of Police Commissioners shall appoint its officers among its members. A quorum shall consist of three commissioners.

(4) The Freedom Board of Police Commissioners shall have duties and responsibilities as set forth under Wisconsin Statutes Section 62.13 including but not limited by the appointment of the Police Chief; approval of subordinate police officers appointed by the Police Chief; and the handling of all disciplinary actions against the Police Chief and subordinates.

(5) The Town Board shall provide for reasonable compensation for the Board of Police Commissioners.

**SUB-CHAPTER B**  
**POLICE DEPARTMENT**

**14.10 ORGANIZATION OF POLICE DEPARTMENT:** The Police Department shall consist of a Chief of Police and such other officers, assistants and patrolmen as from time to time may be appointed by the Chief subject to the approval of the Board of Police Commissioners, pursuant to the provisions of the Wisconsin Statutes.

#### **14.11 RECORDS AND REPORTS:**

**(1) Annual Report.** The Chief of Police shall submit a general report to the Town Board of all activities of the Department for the preceding year.

**(2) Monthly Report.** The Chief shall submit to the Board of Police Commissioners a written report monthly with copy to the town board of the activities of the members' of the department in the performance of their duties. The Board of Police Commissioners may request additional reports at other intervals. The Chief shall report to the Board of Police Commissioners any misconduct or neglect of duty of any member of the Department and such other information pertaining to the Department as the Board of Police Commissioners may request or the Chief deems it advisable to submit.

**(3) Police Records.** There shall be kept for a period of seven (7) years by the Department a suitable record in which shall be entered the name of every person arrested in the Town, the name of the person making the arrest, the date and cause of the arrest, the Court from which the warrant was issued, the disposition made of the case, the amount of fine and costs paid and to whom paid, bond posted, and all complaints in full.

**14.12 GENERAL POWERS OF POLICE OFFICERS:** Every member of the Police Department shall:

(1) Familiarize himself with the ordinances of the Town and the Wisconsin Statutes and attend to the enforcement of such ordinances by all lawful means.

(2) Help prevent crimes, misdemeanors and violations of Town ordinances and protect the health, safety, public peace and order of the Town and its residents.

(3) Report all street and sidewalk obstructions, unlighted street lamps, unlawful street signs or signals, and defective or dangerous streets and sidewalks to the appropriate person or organization responsible for their repair or service.

(4) Maintain order at the scene of a fire or any other emergency response scene within the Town.

(5) See that the necessary permits and licenses issued by the State or Town are in the possession of or properly displayed by any person engaged in an activity or business within the Town for which such permit or license is required and that the terms of such permits or licenses are complied with.

(6) Perform such other lawful duties as ordered by the Chief of Police or his authorized representative.

### 14.13 RESPONSIBILITIES OF CHIEF OF POLICE

**(1) Duties:** In addition to the duties imposed upon him elsewhere in this Code of Ordinances, the Chief of Police shall:

- A. Have command of the Police Department, subject to the direction of the Board of Police Commissioners.
- B. Cause to be maintained accurate records of complaints, crimes, traffic accidents, ordinance violations, arrests, summons, incidents, and calls for police service and shall provide a system of periodic summary and analysis to ensure the most efficient and effective deployment and use of the Department's resources. He shall submit or cause to be submitted to the various agencies such reports and summaries as are required by State Statutes or ordinances and shall participate in voluntary programs designed to improve law enforcement and public safety.
- C. Submit such reports and comply with such administrative procedures as may be prescribed by the Town Board and the Board of Police Commissioners relative to fiscal and administrative matters.
- D. Submit such reports and/or information and comply with such policies as may be prescribed by Town Board.
- E. Have control of the assignment, hours of duty, and transfer of all members of the Department.
- F. Plan, organize, staff, direct, and control all of the human and material resources of the Department for the most effective and efficient discharge of its duty to protect persons and property, preserve the peace, protect the rights of citizens and enforce the Wisconsin Statutes and the ordinances of the Town as are within its jurisdiction. He shall supervise the preparation and presentation of annual reports and budgets for the Police Department. He shall be required to certify to the correctness of all bills incurred by the Department.
- G. Strive to maintain suitable, productive relationships with other Town departments and with other governmental agencies and private organizations concerned with law enforcement, crime prevention, administration of justice and public safety. He shall cooperate and exchange information with other Town Departments in matters relating to their various functions.

- H. Plan and execute programs designed to prevent and repress crime, apprehend and prosecute offenders, recover property, and regulate non-criminal conduct, giving highest priority in the allocation of resources to crime and other offenses most hazardous to life and property.

**(2) Custody of Department Equipment.** The chief of Police shall be the custodian of all Town property, equipment and supplies under the control of, or used by, the Police Department and shall be responsible for the care, maintenance, safeguarding and accurate records of such property, equipment, and supplies.

**(3) Custody of Seized Property.** The Chief of Police shall be the custodian of all property taken into the custody of the Department, and shall be responsible for the safekeeping, lawful disposition and accurate record of the same. He shall see that all property is returned to its lawful owner or otherwise disposed of according to the applicable statutes.

#### **14.14 RULES AND POLICIES FOR THE POLICE DEPARTMENT**

The Chief of Police shall establish and promulgate Rules of Conduct, Directives and Policies and Procedures and prescribe such duties for individual members as he may deem necessary for the effective and efficient command and operation of the Department; provided no such Rules of Conduct, Directive or Policy Procedure duties or assignment shall be in conflict with the statutes, ordinances and approved Town personnel rules and regulations.

#### **14.15 MAINTENANCE OF PERSONNEL RECORDS AND PERFORMANCE EVALUATIONS**

The Chief of Police shall cause to be maintained adequate personnel records of employment, assignment, promotions, attendance, performance and training for all members of the Department. Such personnel records shall be made available to the Board of Police Commissioners. He shall also comply with all provisions of the Law Enforcement Standards Board in regard to background investigations. He shall keep himself adequately informed of the activities of the Department and be assured that the duties of his subordinates are properly discharged. He shall formulate procedures for recognizing outstanding performance by Department members for investigating complaints of misconduct by any Department member and for taking appropriate disciplinary action subject to the provisions of the applicable statutes, Rules of the Department and the jurisdiction of the Board of Police Commissioners.

#### **14.16 POLICE CHIEF'S RESPONSIBILITY FOR TRAINING**

The Chief of Police is responsible for the training of all members of the

Department. He shall cause adequate and progressive programs of training to be organized and conducted to prepare Department members in the knowledge, procedures, and techniques of their duties and responsibilities. He will insure that, within budgetary limitations, members of the Department attend training courses, seminars, and conferences necessary to maintain and improve their job skills and professional knowledge. He shall encourage Department members to further their education in Law Enforcement through study, special courses, college attendance, extension programs, and independent readings.

#### **14.17 GENDER NEUTRAL**

Wherein reference is made to in this Chapter to a person as he, himself or his said reference shall be considered to include she, herself or her.