

## CHAPTER 4

### POLICE DEPARTMENT

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**4.01 POLICE DEPARTMENT.** (1) **PERSONNEL.** The Police Department shall consist of the Chief of Police and such police officers as the Village Board may prescribe by ordinance or resolution.

(2) **SALARIES.** The Chief and the police officers shall receive salaries as fixed by the Village Board and shall not be entitled to any other compensation.

(3) **DISPOSITION OF FEES.** All fees, bail deposits and other special remuneration or funds collected or received by the Department or any officers thereof shall be deposited with the Clerk of Courts or the Clerk-Treasurer not less than weekly.

(4) **TENURE OF CHIEF** (Am Ord. #6-97). After successfully completing the probationary period as described in sec. 1.02(3) of this Code, the Chief of Police shall hold office during good behavior, subject to suspension or removal for cause by the Police Committee.

**4.02 CHIEF OF POLICE, POWERS AND DUTIES.** (1) The Chief of Police shall be responsible for the supervision of all police and law enforcement services and activities performed by the Police Department in accordance with State law and the ordinances and policies established by the Village Board.

(2) The Chief shall possess the powers, enjoy the privileges and be subject to the liabilities conferred and imposed by law upon marshals and constables.

(3) He shall obey all lawful orders of the Village President and the Village Board.

(4) He shall cause the public peace to be preserved and see that all laws and ordinances of the Village and the State are enforced and, whenever any violation thereof shall come to his knowledge, he shall cause the requisite complaint to be made and see that the evidence is procured for the successful prosecution of the offender.

(5) He shall exercise supervisory control over all personnel of his Department.

(6) He shall be solely responsible for the care and condition of the equipment used by his Department.

(7) He shall keep an accurate and complete record of all complaints, arrests, traffic violations, convictions and dispositions of the Department.

(8) He shall submit a monthly report to the Village Board of activities and transactions of the Department during the preceding month.

**4.025 OFFICER IN CHARGE, POWERS AND DUTIES.** (Cr. Ord. 3-2005)

(1) The Officer in Charge shall be responsible for the supervision of all police and law enforcement services and activities performed by the Police Department in accordance with State law and the ordinances and policies established by the Village Board. Where the title "Chief of

Police” is used throughout this code of ordinances and no Chief of Police is appointed by the Village Board, the Officer in Charge is hereby authorized and designated as the employee who shall have the powers and obligations enumerated under such ordinances, except that he or she shall consult with the Village Board regarding the care and condition of the equipment used by the Department and the annual Department budget.

**4.03 DEPARTMENT BUDGET.** As provided in sec. 3.02 of this Code, the Police Chief shall annually file the recommended Department budget with the Clerk-Treasurer.

**4.04 POLICE OFFICERS.** (1) **GENERAL POWERS AND DUTIES.** Each officer of the Department shall possess the powers conferred on marshals and constables by law, shall preserve the public peace and shall enforce the laws and ordinances of the State and the Village, subject to the orders, rules and regulations of the Chief, the Village President and the Village Board.

(2) **POWER OF ARREST.** The Chief of Police and any police officer shall arrest any person in the Village found in the act of violating any law or ordinance of the Village or State or aiding or abetting in such violation, and they shall arrest, without warrant, all persons whom they have reasonable grounds to believe have violated any law or ordinance and who will not be apprehended unless immediately arrested, shall take all arrested persons in charge and confine them, and shall within a reasonable time bring such persons before the court having jurisdiction thereof to be dealt with according to law.

(3) **REPORTING DANGEROUS CONDITIONS.** The Chief of Police and any police officer shall report all street and sidewalk obstructions, unlighted street lamps, unlawful street signs or signals and defective or dangerous streets and sidewalks to the Streets Committee.

(4) **ASSISTING FIRE DEPARTMENT.** Whenever necessary, any police officer shall assist the Fire Department in maintaining order at the scene of a fire.

(5) **PERMITS AND LICENSES.** The police officers shall ensure that the necessary permits and licenses issued by the State or the Village are in the possession of or are properly displayed by any person engaged in an activity or business within the Village for which a permit or license is required and that the terms of such license or permit are complied with.

**4.05 DEPARTMENT RULES.** The Chief of Police shall prepare rules for the administration of the Police Department, which rules shall be in full force upon approval of the Village Board and shall outline the conditions of employment in the Department. The Village Board may revise such rules.

**4.06 MUTUAL ASSISTANCE.** In accordance with ss. 66.301 and 66.315, Wis. Stats., and policies established by the Village Board, the Chief of Police may respond to requests for police personnel from Grant County or any municipality or town within said County, and occasionally from Lafayette County upon request, and may request said jurisdictions to provide police personnel to the Village.

**4.07 CUSTODIAN OF RECORDS AND EQUIPMENT.** (Cr. Ord. #1-91).

Whenever there is no duly appointed and acting Chief of Police for the Village, the custodian of all Police Department records and equipment shall be the police officer appointed by the Village Board to command the Department or the police officer who has been employed by the Village the longest if the Board has not appointed a police officer to command the Department.

**4.10** (Rep. Ord. #3-90)