

**CHAPTER 4
THE POLICE DEPARTMENT**

- 4.01- Recognition
- 4.02- Term
- 4.03- General Powers and Duties
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4.01 RECOGNITION. (1) The Town Board of Supervisors, pursuant to §60.56(1)(a)(1) Wis. Stats. has established a police department.

(2) **APPOINTMENT OF POLICE CHIEF.** Pursuant to §1.22 of the Town Code, the Police and Fire Commission, hereafter referred to as "the Commission", shall appoint the Chief of Police. Following the appointment by the Commission, and successful probationary period, he/she shall hold his/her office during good behavior, subject to suspension or removal by the Commission for cause.

(3) **PERFORMANCE EVALUATION.** The Town Board may, for the purposes of determining salary, benefits, and other performance-related issues, evaluate the Chief's performance.

(4) **APPOINTMENT OF SUBORDINATES.** The Chief of Police shall appoint subordinates subject to approval of the Commission.

4.02 TERM. (1) The Chief of Police, upon his appointment, shall serve a one-year probationary period and may be removed from the position at the discretion of the Commission without any recourse or due process. Upon completing the probationary period, the Chief of Police shall hold the position until his resignation, retirement, death, or removal by the Commission for just cause and due process as outlined in §62.13(5), Wis. Stats.

(2) Police officers and police supervisors, upon their appointment, shall serve shall serve a one-year probationary period and may be removed from the position at the discretion of the Police Chief or the Commission without any recourse or due process. Upon completing the probationary period, police officers and police supervisors shall hold their positions until their resignation, retirement, death, or removal by the Commission for just cause and due process as outlined in §62.13(5) Wis. Stats., and in conjunction with any existing collective bargaining agreement.

4.03 GENERAL POWERS AND DUTIES. (1) The Chief of Police shall have command of the police force of the Town under the direction of the Commission and Town Board of Supervisors. The Chief shall obey all lawful written orders of the Commission, Town Administrator, or Town Board. The Chief of Police, each police supervisor and each police officer shall possess the powers, enjoy the

privileges and be subject to the liabilities conferred and imposed by law.

(2) The Chief of Police, police supervisors, and police officers may make arrests as outlined in §968.07 and §968.075 Wis. Stats., for violations of state law and local ordinances.

(3) Perform patrol and crime prevention activities.

(4) Take complaints and investigate crimes, accidents, and other incidents as required.

(5) Enforce traffic laws and local ordinances.

(6) Deliver fees, collected in line of duty by members of the police department, to the Treasury of the Town of Brookfield.

(7) Assist the Fire Department in maintaining order at the scene of a fire, emergency medical situation, or other emergencies.

(8) Exercise and comply with the provisions of Wis. Stats. §60.35.

4.04 CHIEF OF POLICE. (1) The Chief of Police shall be responsible for the following tasks not enumerated by Wisconsin State Statutes:

(a) Abide by the provisions specified within the Chief of Police position description.

(b) Under the direction of the Town Administrator, develop, prepare, and submit an annual operational and capital outlay budget.

(c) Develop, prepare, and submit an annual police department report.

(d) Provide for or conduct regular training for all police department employees.

(e) Maintain a current inventory of police department equipment, vehicles, and furnishings.

(f) Legal custodian of all police records created by his department, including subordinate's personnel files relating to training, performance evaluation, discipline, and personal information.

(g) The Chief of Police shall not be absent from work without first notifying the Town Administrator, or in the Administrator's absence, the Town Chairperson or Town Clerk. If notification cannot be made prior to the absence due to exigent circumstances, it shall be made as soon as possible.

(2) The Chief of Police will notify the town administrator and ranking police personnel when leaving the community or being unavailable for contact via pager or portable telephone.