

MONTHLY DEPARTMENT REPORT

DEPARTMENT: POLICE

COVERING THE MONTH OF: DECEMBER 2008

1.) NORMAL DEPARTMENT PROJECTS REQUIRED TO BE ACCOMPLISHED EACH MONTH. (PROVIDE SPECIFICS ON ACTIVITY LEVELS, e.g. CIRCULATION NUMBER, MAINTENANCE CALLS, ETC.)

- ◆ Please refer to Attachment titled *“MONTHLY STATISTICAL DATA – DECEMBER - 2008”*

2.) CHIEF’S ACTIVITIES DURING THIS MONTH.

- ◆ Attended the Hartford Police Department’s First Annual Shop With a Cop Program. Lt. Scott MacFarlan and Officer Eric Rasmussen worked with our local elementary schools to select children who were in need of assistance this year. Members of our staff and the Police Explorer Post then volunteered their time to come in and help them buy Christmas presents for themselves and their families. We would not have been able to complete this important program without the generous support of our Community Partners at Walmart, Subway, and several others.



- ◆ Attended and presented at a special meeting of the Police and Fire Commission. Discussed the development of a lateral entry hiring process, and received authorization to utilize this process to recruit a new officer to fill a current vacancy in 2009.
- ◆ Attended and presented at both the Finance and Personnel Committee and the Common Council regarding updates to the Police Department Fee lists and the Security Upgrade Project for the Police Impound Facility.
- ◆ Conducted a survey of area departments to determine current practices regarding issuing citations by mail.
- ◆ Accepted applications and developed questions for the upcoming recruitment process for a patrol officer.

3.) SPECIAL OR SPECIFIC PROJECTS/TASKS/ACTIVITIES ACCOMPLISHED

DURING THIS MONTH.

- ◆ The department conducted our first Shop With a Cop at the Hartford Walmart. Our staff and Walmart personnel received many compliments on this important new holiday program. It should be noted that the Hartford Police Department, through staff volunteers and generous community donations, made this project a reality at a ***total cost of \$0*** to the the Hartford Taxpayer.



4.) *SPECIAL OR SPECIFIC PROJECTS/TASKS/ACTIVITIES EXPECTED TO BE ACCOMPLISHED DURING THE UPCOMING MONTH.*

- ◆ Squad 7, our Chevy Blazer, will be converted to match our new fleet design. We were able to get the black and white paint and the new graphics package at a substantially discounted rate at the end of 2008. Due to the discount we received, we were able to make the changes from our 2008 operating budget. When the new squads arrive for 2009 we will have our entire fleet converted to our “*Mission Based Package*” a year ahead of schedule.

5.) *TRAINING/STAFF DEVELOPMENT ACTIVITIES OCCURRING DURING THIS MONTH.*

- ◆ Sergeant Cummings attended SWAT training with the Washington County Sheriff’s Department
- ◆ Officer Koester attended Firearms Instructor Training at the Milwaukee Area Technical College
- ◆ Communications Officers Dudec, Snyder, and Jossart attended Basic Telecommunicator’s Training at Fox Valley Technical College
- ◆ Communications Officers Forsythe, Neu, and Benton were assigned patrol ride alongs

6.) **OVERTIME OCCURRING DURING THE MONTH.**

- ◆ Attached please find copies of the documents which track overtime usage in the Department for the month. For purposes of brevity, the data regarding department overtime has been presented in a summary format. If you have specific questions regarding overtime feel free to contact me.

7.) **CASES OF INTEREST THIS MONTH.**

- ◆ A case reported in October of 2008 was closed with a citation for theft when the investigation revealed that a 25-year-old Watertown man told police he had “borrowed” the trailer that had been reported stolen. He told our officers that he had intended to return the trailer, but he never had. The property has been returned to the proper owner.
- ◆ Hartford officers investigated a possible domestic disturbance at an apartment in the 400 block of N. Main Street. In the course of that investigation, they observed an approximately 1 ½’ tall marijuana plant growing in a basement utility room. As a result of this investigation, a 36-year-old Hartford woman was arrested for Physical Abuse of a Child, and a 37-year-old Hartford man was arrested for Manufacturing/Delivery of the Controlled Substance Tetrahydrocannabinol and Disorderly Conduct. All charges were disposed to the Washington County District Attorney’s Office.

Respectfully submitted,

David A. Groves

David A. Groves, Chief of Police