



BELLEVILLE POLICE DEPARTMENT

2013

ANNUAL REPORT





Belleville Police Department

WILLIAM EICHELKRAUT
CHIEF OF POLICE

April 2, 2014

President Howard Ward
Village Trustees
Administrator April Little

I am pleased to present the 2013 Annual Report for the Belleville Police Department.

The Department continued its upgrading and reinvention during 2013. Most notable were the addition of a mounted patrol unit in May and a full-time officer, Jeremy Larson, who completed field training in August.

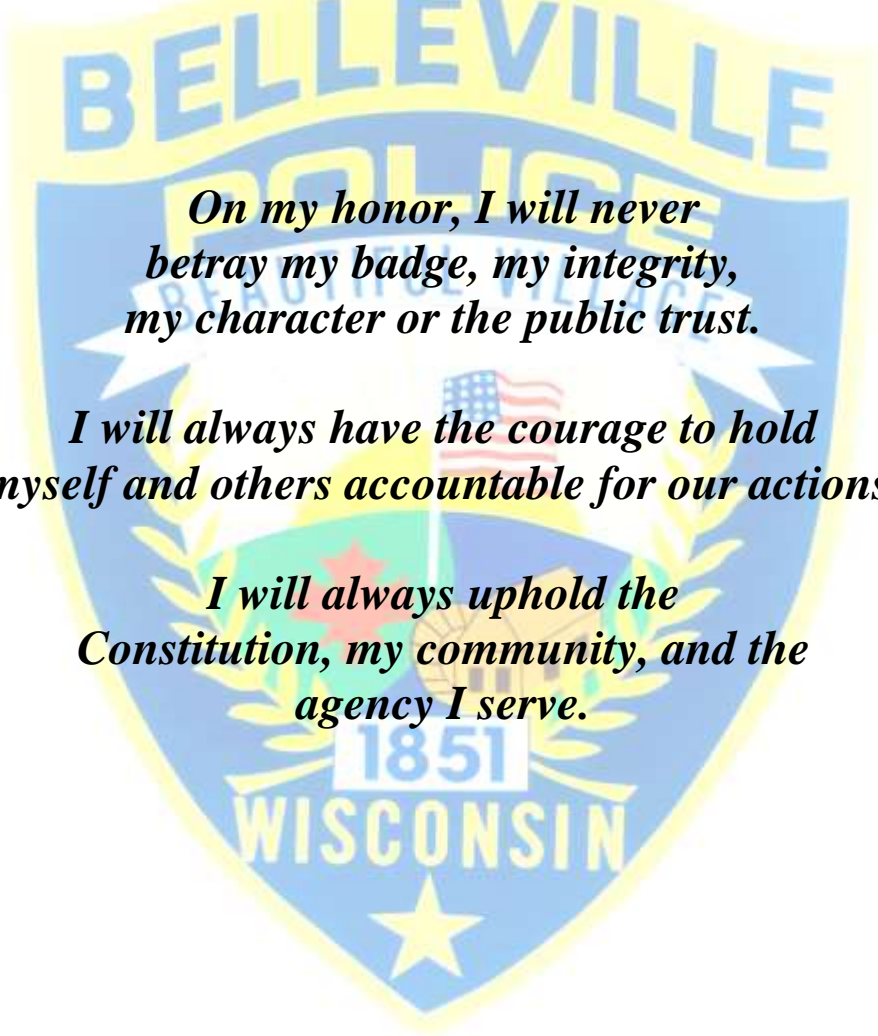
This report focuses on the Department's continued community relations activities and outlines our goals for 2014.

I wish to personally express my appreciation to the Village Board, Village Administrator April Little, and Village staff for supporting our commitment to protecting and serving this "Beautiful Village."

Respectfully submitted,

William Eichelkraut
Chief of Police

Law Enforcement Oath of Honor

The background of the page features a large, semi-transparent badge of the Belleville Police Department. The badge is shield-shaped with a yellow border. At the top, the word "BELLEVILLE" is written in blue, block letters. Below it, the word "POLICE" is written in a similar style. In the center, there is a smaller shield containing an American flag, a red star, and a green laurel wreath. Below the wreath, the year "1851" is written in blue, and the word "WISCONSIN" is written in yellow, block letters. A single yellow star is at the bottom of the badge.

*On my honor, I will never
betray my badge, my integrity,
my character or the public trust.*

*I will always have the courage to hold
myself and others accountable for our actions.*

*I will always uphold the
Constitution, my community, and the
agency I serve.*

OUR MISSION

The mission for every member of this department is to consistently seek and find ways to affirmatively promote, preserve, and provide security, safety and quality services to members of our community.

This mission is a commitment to quality performance from all members of the Belleville Police Department. All members of this department must understand, accept, and be aligned with the responsibilities established by this mission. The mission provides the foundation upon which all operational decisions and organizational directives will be based. Directives include rules, regulations, operating policies, procedures, and practices.

This mission represents the commitment of this administration to the concepts of quality performance management. Department employees are expected to work consistently in a quality manner in the daily performance of those duties, job responsibilities and work tasks associated with this mission.

Quality manner means that performance outcomes comply with the performance standards established for this agency and for each member associated with this agency. Examples of performance standards include the oath of office, code of ethics, directives, agency rules, policies, procedures, and general and supervisory orders, work productivity and performance behavior.

Each member is required to accept the responsibility for the achievement of this mission and publicly register his or her commitment to it and to the concepts of quality service.

PERSONNEL

2013 Police Committee Members

Debra Kazmar, Chairperson
Ben O'Brien
Bonnie Wilcox

Department Personnel

William Eichelkraut, Chief of Police
Molly Hultine, Police Officer II
Victoria Beiersdorf, Police Officer II
Jeremy Larson, Police Officer I
James Mankowski, Part-time Officer

Office Staff

Teresa Pelton, Police Clerk (part-time)
Tracy Lien, Police Clerk (part-time)

NEW OFFICER WELCOMED IN JUNE



Officer Jeremy Larson was hired in June and completed Field Training in September. Officer Larson received an Associate Degree in Criminal Justice from M.A.T.C. and graduated from the Law Enforcement Recruit Academy at Fox Valley Technical College. Prior to joining the Belleville Police Department, he was a Correctional Officer at the Outagamie County Sheriff's Department.

MOUNTED PATROL BEGINS DUTY IN MAY

The Village of Belleville officially approved the addition of a mounted patrol unit to the Police Department on May 20, 2013. Officer Molly Hultine uses her personally owned horses, Lady, Captain, and Monty, for mounted patrol. Events attended in 2013 include the Bike Rodeo, Belleville EMS Open House, Walk Your Child to School Day, and the UFO Day Parade.



Bike Rodeo



EMS Open House

COMMUNITY RELATIONS/ACTIVITIES

BIKE SAFETY RODEO



Belleville school-aged children participated in the annual Bike Safety Rodeo held in May. All the participants received t-shirts, gift bags, and lunch, and grand prize winners were awarded bicycles. Officer Beiersdorf, who leads the Bike Rodeo fundraising initiative, solicited cash, products, and services contributions from Belleville, Dane County, and Green County businesses.

MEDICATION TAKE-BACK PROGRAM

In April, the Department along with representatives of UW Health and local volunteers staffed a collection point for public disposal of unwanted medications. Pills and capsules totaling 120 pounds and liquids totaling 130.4 pounds (including containers) were turned in and delivered to State Patrol District 1 Headquarters for disposal with the Drug Enforcement Agency.



The Department plans to install a public drug disposal bin inside the Police Department for year-round use by citizens in Belleville and surrounding areas.

SHOP WITH A COP

In December, the Department again participated in the Shop With a Cop program, which is coordinated through the Green County Law Enforcement Administrators Association and funded solely by donations. More than 100 children were able to shop with law enforcement officers. Belleville officers took four local kids to Wal-Mart in Monroe. Each child was allowed to spend about \$100 on gifts for themselves and family members.



CIVIC TOURS/COMMUNITY EDUCATION



In 2013, the Department provided community education and hosted civic group tours of the Police Department, including local Girl Scouts and a Cub Scout Den.



WALK YOUR CHILD TO SCHOOL DAY

The Belleville Police Department participated in the second "Walk Your Child to School Day" in October. Officers and school personnel provided information on pedestrian and bicycle safety. This event will be held annually.



INTERACTION WITH BELLEVILLE PUBLIC SCHOOLS

The Department interacts regularly with the schools and school-aged children. Opportunities in 2013 included helping serve lunch to Kindergartners and First Graders and presenting Halloween safety information to students in the elementary school.



Preliminary discussions are underway with school administrators on the feasibility of appointing a School Resource Officer. The SRO would give educational presentations to juveniles and others, help supervise various school functions, create and implement crime prevention programs, and perform duties of regular patrol officers as they pertain to juvenile activities.

GOALS FOR 2013 RESULTS

Goal	Result
Increase Staffing	Full-time officer hired and completed field training
Convert to new Records Management System	Completed; some custom interfaces remain
Update Department Policy Manual	Project outsourced; draft expected 6/2014
Rewrite Field Training Manuals	Completed; used in training new officer
Implement TraCS (Computerized Citations)	On hold due to database interface & new server
Upgrade Building and Furnishings	Planned upgrades were completed
Purge Outdated Records	Some records remain to be physically destroyed
Update Equipment	Planned replacements/additions have been made
Add School Resource Officer	Continuing to research feasibility

GOALS FOR 2014 ESTABLISHED

PRIMARY GOAL – STAFF DEVELOPMENT

The primary goal for 2014 is to emphasize development and training of current officers and to hire an additional full-time officer on or after July 1, 2014. Officers and clerical staff will be assigned to required and specialized training and are encouraged to request training in areas of interest. Assignments requiring specialized training, such as Evidence Technician and Field Training Officer, will be assigned to primary and secondary officers so each area of expertise will have overlapping coverage.

OTHER TOP GOALS

Other top goals which are in the planning or implementation stages include the following:

- ◆ Increase Department visibility within the community
The Chief plans to visit each Belleville business to relay information regarding the Department and establish and maintain relationships with local business owners and employees. Periodically, information regarding Police Department activities will be sent to the local newspaper, and the Department will contribute information to the New Resident packets being produced by the Chamber of Commerce and Village Hall.
- ◆ Update policies and procedures and formalize written standards
The Department Policy Manual update was not completed in 2013 as planned and is a top goal in 2014. In addition, formalized written standards for officers will be developed.
- ◆ Continue technology upgrade
Technology upgrades planned for 2014 include a replacement camera and new laptop computers for the squads; moving the video files, which require significant storage space, off from the main server; and completing the 2013 goal of implementing TraCS computer-generated citations and accident reports, which was delayed because of the installation of a new server.
- ◆ Provide public drug disposal bin
The Belleville Police Department is working to install a bin designated for public disposal of unused medications. Also to facilitate the safe collection of unwanted medicine, the Department will be participating in Belleville's second medication take-back day on April 26.
- ◆ Host National Night Out
In August 2014, the Department will host National Night Out in cooperation with the Dane County Sheriff's Office. National Night Out is a nationwide event organized in conjunction with local police organizations for the purpose of informing the public about various police and community programs. Educational highlights of a typical National Night Out include drug prevention initiatives, town watch organizations, and tips on how to burglar-proof a home.
- ◆ Upgrade and formally launch Belleville PD website
The Belleville Police website (bellevillepd.com) was developed in late 2013 and will be upgraded and formally launched in 2014.
- ◆ Host Police Citizens Academy
Police Citizens Academies were held in the fall of 2011 and spring of 2012. The Department plans to sponsor a third Academy in the fall of 2014. Community leaders, local business owners, and other citizens will be invited to participate.

STATISTICS

Referrals to District Attorney's Office

Number of cases referred to
DA's office for prosecution xx

2010 28 cases
2011 32 cases
2012 28 cases
2013 33 cases

Citations Issued to Municipal Court

Number of citations issued to
Belleville Municipal Court xx

2012 35 municipal citations
82 traffic citations

2013 22 municipal citations
152 traffic citations

Parking Tickets

Number of parking tickets issued
(majority due to violations of
alternate street parking regulations)

2012 294 parking citations
2013 320 parking citations

Open Records Requests

In 2013, staff filled 43 requests for documents under Open Records laws.

Calls for Service by Month

Month	2009	2010	2011	2012	2013	2013 %
January	133	184	178	166	118	5.7
February	161	195	157	171	116	5.6
March	145	207	173	162	136	6.6
April	212	212	160	146	179	8.7
May	202	195	196	216	198	9.6
June	263	198	237	185	163	7.9
July	212	206	200	187	232	11.3
August	208	182	221	196	201	9.8
September	188	187	190	194	166	8.0
October	153	196	179	203	175	8.5
November	190	163	209	152	163	7.9
December	151	163	163	143	214	10.4
TOTAL	2218	2288	2263	2121	2061*	100%

*Total calls for service in 2013 including Records Requests is 2104. See note on page ____.

Calls for Service by Incident Class

Incident Class	2009	2010	2011	2012	2013	Notes
911 abandoned	15	12	14	8	23	
911 disconnect	4	2	6	7	18	
911 misdial	7	8	10	12	7	
911 test				1	13	
911 play	2	1	2	3	1	
911 silent	5	12	8	13	9	
911 Unintentional	2	3	5	3	7	
Accident (citizen report)					1	
Accident (hit and run)	3	9	1	6	9	
Accident MV/deer				1		
Accident (unknown inj)					1	
Accident (prop dam/no inj)	21	19	19	16	15	
Accident (private prop)	3	2		2	2	
Accident (with injuries)			3	9	1	
Aggravated battery						
Alarm	15	23	21	27	24	
Animal bite		2	2	1	1	
Animal complaint					5	
Animal disturbance	16	14	12	12	19	
Animal found					4	
Animal lost					1	
Animal-stray	45	47	46	28	55	
Annoying phone calls	19	16	8	6	2	
Arrested juvenile	1			2	1	
Arrested person (adult)	7	11	7	3	3	
Arson investigation						
Assist citizen	216	219	190	276	274	
Assist/Community Policing					7	
Assist/Follow up	6	7	4	5	70	Tracked differently before 2013
Assist K9		1	1			
Assist Dane Co. Sheriff	97	88	107	78	32	Some Assist outside agency— fire/police calls were not properly designated to Dane County, Green County, or EMS in 2013
Assist Green Co. Sheriff	109	96	75	95	16	
Assist EMS	155	121	126	139	78	
Assist outside—fire/police	72	74	59	77	247	
ATL-person	3	4	8	12	4	

Incident Class	2009	2010	2011	2012	2013	Notes
Attempted suicide					1	
Battery	3	1	2	3	3	
Bicycle accident		1				
Bomb threat						
Burglary/non-residence	2	2		1	2	
Burglary/residence		1		1		
Check area/property	131	258	173	250	127	
Check person	43	39	47	50	83	
Child abuse	1					
Child neglect		1			2	
Civil dispute	4	3	8	13	16	
Conveyance/Escort	6	2	3	2	2	
Damage to property	46	24	29	22	10	
Death investigation		1	1	2		
Disturbance	20	20	13	17	17	
Domestic disturbance	15	14	20	11	17	
Drug investigation	6	4	9	3		
Entice/kid (Sex offense)						
Exposure				2		
Extortion						
Fight	4	2		1		
Fire investigation		1	1	1	1	
Foot patrol			21			
Forgery			1	1		
Found person		1				
Found property	43	33	15	36	26	
Fraud	2	5	7	4	2	
Fraud/ID theft	5			2		
Gas drive-off					8	
Graffiti	5	1	1			
Gun call	1					
Homicide						
Information	216	201	170	216		Proper categories were used in 2013
Injured person					2	
Intoxicated driver/OWI arrest	9	32	35	9	4	
Intoxicated person	12	15	10	3	3	
Juvenile disturbance	39	29	38	28	27	
Kidnapping						
Landlord/tenant	2		2			
Legal papers served	5	12	12	2	10	
Liquor law violation	11	6	2	6	7	
Liquor law bar check				5	3	
Local ordinance violation	4	9	2	4		
Lost property	2	6	3	11	4	
Mental commitment						
Miscellaneous/note		11	2	2		Proper categories were used in 2013
Missing adult	2	1	1		2	
Missing person/juvenile	7	9	11	5	5	
Neighbor trouble	7	5	5	3	4	
Noise disturbance	20	22	22	17	30	
Odor/smoke complaint			1	3	2	
Parking complaint private	7	1	3	1	9	
Parking complaint on-street	13	25	19	6	13	
Park compl street storage			2	4		
Phone call	61	26	9	2		Proper categories were used in 2013
PNB/AED				1	2	
Premises check	11	11	3			

Incident Class	2009	2010	2011	2012	2013	Notes
Preserve the peace	3	5	7	8	6	
Prostitution						
Prowler				1		
Reckless endangering						
Records request	28	43	56		*	Included with Information in 2012
Repo					2	
Retail theft	6	4	2	8	1	
Road rage	1		1	2	1	
Robbery		1				
Robbery/strong armed						
Safety hazard	17	40	22	37	57	
Sexual assault	2		1			
Sexual assault/child	1		1			
Solicitor complaint	5	1	1	1	2	
Special event	1	1			1	
Stalking	2		1			
Stolen auto	2	2		2		
Stolen bicycle	1					
Stolen motorcycle/moped						
Suicide (attempted)						
Suspicious person	20	16	25	17	44	
Suspicious vehicle	35	27	37	35	44	
Theft	15	8	18	5	10	
Theft from auto	3	3	1	1	9	
Threats	2	5	1	6	2	
Towed vehicle						
Traffic—citizen complaint	1	2	15	8	7	
Traffic arrest	80	49	57	22	119	Traffic stops resulting in citations were correctly tracked under traffic arrests in 2013
Traffic incident	160	47	15	17	130	
Traffic stop	228	392	545	336	224	
Trespass complaint	1	4	4	6	4	
TRO/court order violation		4	1	3	1	
Unwanted person	1	1	3	1	1	
Vacation check	9	6	7	13		Included with Check Property in 2013
Weapons violation	2	1	1		2	
Worthless checks	7		3		2	
Total	2218	2288	2263	2121	2061*	2104 is 2013 total with records

*Records Requests are not included in Calls for Service statistics beginning in 2013. There were 43 Open Records requests filed in 2013. For comparison purposes, total calls for service in 2013 including Records Requests is 2104.