



City of Jefferson Police Department

425 Collins Road • Jefferson, Wisconsin 53549

(920)674-7707 • FAX (920) 674-7702

KENNETH M. PILEGGI, CHIEF OF POLICE

CITIZEN COMPLAINT PROCEDURE AND FORM

Dear Citizen:

The public's trust, confidence, and support are vital to the success of the City of Jefferson Police Department. The administration has sworn to serve the public and to hold its members accountable for improper or undesirable practices in conjunction with the officer's Code of Conduct. In order to accomplish this, the administration of the department needs to be available to all citizens who feel they have been treated unfairly.

Complaints against members of the City of Jefferson Police Department may be filed by contacting a police department supervisor. Provide the supervisor with all the details regarding the incident. The complaint will be forwarded to the Chief of Police to review and assign for investigation.

All complaints filed with the City of Jefferson Police Department will be thoroughly investigated in a fair and unbiased manner.

When the investigation is complete, the Police Chief will review the case and make a determination for a course of action. Complaint dispositions are as follows:

Sustained – There is sufficient evidence to prove the allegations

Not sustained – There is insufficient evidence to prove or disprove the allegations.

Exonerated – The incident as alleged occurred; however, the Department member's actions were lawful/proper.

Unfounded – The allegation is false and not factual.

You will receive a written response as to the disposition of the investigation. If the complaint is sustained and discipline is given to the employee, we are unable to provide you with the specific punishment. We may only advise you that discipline has been issued.

If you are not satisfied with the Police Chief's decision, you may appeal the matter to the City of Jefferson Police Commission (sworn police officers only). The Police Commission may be contacted through the President, contact information is listed below:

Jefferson Police and Fire Commission
425 Collins Road
Jefferson, WI 53549

Telephone: (920)674-5860

NOTICE: Wisconsin State Statute #946.66 provides, "Whoever knowingly makes a false complaint regarding the conduct of a Law Enforcement Officer is subject to a Class 'A' forfeiture, which calls for a fine not to exceed \$10,000.

A complaint found to be Not-sustained or Unfounded does not mean a complaint is false.