

**Pittsboro Town  
Council Meeting**

**Pittsboro Police Department Update**

**October 18, 2005**

**7:00 PM**

**Agenda**

**1. Art Contest-** The police department held an art contest with the elementary school. Students were asked to draw a picture with a positive law enforcement message. The town board chose a winner from each grade and they are here tonight. From the Kindergarten class we have Anson, 1<sup>st</sup> grade- Camryn, 2<sup>nd</sup> grade- Elise, 3<sup>rd</sup> grade- Allyson, 4<sup>th</sup> grade Rachel, and from the 5<sup>th</sup> grade- Kelsey. Winning pictures will be on display in the police department lobby for the rest of the school year.

**2. Reserves and Chaplin-** Interviews and background checks have been completed on Mark Chmielewski for Reserve Officer and Don Campbell for department Chaplin. I would recommend that they be hired to work for the department.

**3. Grants-** Reimbursement funds of \$2,076.50, has been received from the Indiana Criminal Justice Institute.

**4. FREE Gun Locks-** Anyone needing a gun lock can obtain one for free from the police department.

**5. SOP's-** Ready for feedback on the SOP's that were provided to the board and to Atty. Buddenbaum.

**6. Pay Scale and Evaluation Form-** Ready for feedback on the department evaluation form and on the suggested pay scale for the department.

**7. Outside Emergency Call Box-** Has been installed at outside entrance to the police department.

**8. Halloween Safety Talks-** I have 13 Halloween safety talks scheduled for pre-school children and grades K-2nd in October, 308 children in all. If anyone knows of an organization wanting safety talks, please have them contact me at the department. Trick-or-Treating will be on October 31<sup>st</sup> this year from 6:00 PM to 9:00 PM, the Flyer has been notified of this. Bike Patrol will also be implemented that night.

**9. Officer Barker-** Brian Barker will graduate from the I.L.E.A. 11/23/05.

- 10. Ordinance Violations-** I have researched the town ordinances. There are several that are enforceable by the police department, however there are no set fines for violations. The only statements in reference to fines advise that they are not to exceed \$100. I have put together a waiver sheet of suggested fines.
- 11. Emergency Child Information Packet-** I am putting together an emergency packet for parents in the event their child is lost or abducted. The packet is designed to contain all the information parents will need to supply quickly to law enforcement in the event of an emergency. The packets are made to be easily filed away or to take on vacation. The department has received over \$700 in donations from area businesses. I want to publicly thank the sponsors who have donated so far. Without their support, this project would not have been possible. Funds will be used to produce 1000 packets that will be distributed to all students at Pittsboro Elementary School, and all students attending a Pittsboro Pre-School. Extra packets will be available at the police department. The department will also purchase a portable fingerprint kit to fingerprint children at school or at town functions.
- 12. “It’s Our Town, Let’s Slow Down”-** “It’s Our Town, Let’s Slow Down” campaign allows concerned residents to check out a hand held Radar unit from the police department for a period of time. The purpose of this program is to have concerned resident’s assist with the verification of a possible speed problem in their neighborhood and, affords the opportunity to visualize what certain speeds look like. I have provided the town board with the sign out sheet and data collection form that will be required to be filled out by the citizen.
- 13. Pittsboropolice.org-** The police department’s new web page is up and running. Citizens can go online and download the Emergency Child Information Packet, Bicycle Registration Form, Emergency Business Contact Form, and Vacation Watch Form. Citizens can also learn about identity theft and our new program “It’s Our Town, Let’s Slow Down”.