



Sparta Township Police Department  
2023 Annual Report



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# Message from the Chief



In January of 2023 I had the opportunity and privilege to become the Sparta Township Police Department's 10<sup>th</sup> Chief of Police. During the past year as Chief, our department's mission has stayed the same which is,

***"The Sparta Police Department will always strive to provide its' citizens and guests prompt and courteous police services, whether emergency or routine, in a timely and efficient manner. We will proactively seek new and innovative ways to reduce crime and work with the members of our community to provide public safety!"***

It's recognized there is a variety of talent amongst our team which consists of Police Officers, Dispatchers, Animal Control Officers, Records Clerks, Administrative Assistants, and Support Service. Our Command Staff understands that everyone's input is important and plays a vital role in our daily activities.

As Sparta Police moves forward and tries to simplify our goals in the future in what sometimes can be a very complex job, we are committed to doing the following three things:

- 1. We will continue to be vigilant and proactive in locking up people who break the law, especially those who victimize others.**
- 2. We will show compassion and empathy to individuals who are in need and have called us for help or assistance and will either provide this assistance or get them the help they need.**
- 3. We will continue to strive for new ways to improve how we can better serve the needs of this great community.**

Sparta Township has consistently been ranked as one of the top-rated safest cities to live in New Jersey and the nation. As Police Chief, I am very proud of this ranking and recognize that it takes a team to accomplish this. I understand that to achieve this, all stakeholders play a part in the planning and execution of success. From all the employees amongst our police department, our Fire Department and EMS volunteers, Our Office of Emergency management and CERT Team volunteers, all of the Professional Departments that make up the township and provide services to our citizens, all the neighboring and county agencies, the administrative support from our Township Council, and most importantly the overwhelming support from our community and our families. We are all a team!

This first ever annual report serves as a guide to evaluate ourselves in every aspect. My intention is to compare this 2023 report with 2024 statistics. With this information we can better recognize where our department can improve and also see the areas where we excel the most.

To the residents of Sparta Township, I am proud to lead this agency and continue to prioritize positive change, forward thinking, being open minded, accountability, transparency,

professionalism and leading by example. I assure you I will rise to the challenge in continuing to build Sparta Township Police Department's strong history of community outreach and establishing new partnerships with community organizations to facilitate open and positive dialogue.

To the Police Officers and staff of the Sparta Police Department, I am extremely proud and thankful for everything you do. You have made our community a better place to live in and raise a family. Your sacrifices in keeping our community safe do not go unnoticed. I am proud to lead this department and all the hard-working men and women who proudly provide public safety services and work to enhance the quality of life to all our residents and visitors. It is truly an honor to be your Chief.

As your Chief of Police, I am honored to present you with the Sparta Township Police Department's first ever annual report.

Chief Jeffrey McCarrick



## 2023 Department Demographics



In 2023 the Sparta Police Department Team consisted of a blend of 62 full-time and part-time employees.

Department Breakdown	
Chief	1
Lieutenants	3
Patrol Sergeants	4
Detective Sergeant	1
Traffic/Dispatch Sergeant	1
Detectives	2
School Resource Officer	2
Traffic Officers	2
Patrol Officers	18
Academy Recruits	3
Class II Specials	3
Full Time Dispatchers	9
Part Time Dispatchers	4
Full Time Records	2
Part Time Records	1
Full Time Administrative Assistant	1
Full Time IT/Support	2
Full Time Animal Control Officer	1
Part Time Animal Control Officer	1
Custodian	1

## New Jersey State Association of Chiefs of Police (NJSACOP)

New Jersey State Association of Chief of Police is a professional membership organization serving law enforcement leaders in Sussex County with purpose to:



1. Promote and enhance the highest ethical and professional standards in law enforcement at all levels throughout Sussex County.
2. Secure closer official and personal relationships among law enforcement officers throughout Sussex County and the State of New Jersey.
3. Secure unity of action in police matters.
4. Strive for advancements in methods for the prevention and detection of crime and the promotion of police efficiency in general.
5. Eliminate political influence from police affairs and provide assistance to members in such ways as are or may hereafter be provided in the By-Laws.

### **Chief Jeffrey McCarrick is a current active member with the New Jersey State Association of Chiefs of Police and was throughout 2023.**

Chief McCarrick attended 10 New Jersey State Chief of Police Association Meetings for 2023. These meetings are very important to attend for our agency. Up-to-date information is provided by Chiefs across the State of NJ, members from the Attorney General's Office, Police Training Commission, and additional local state and federal agencies.

Additionally, Chief McCarrick attended the 2023 New Jersey State Chiefs of Police Association Training and Conference Seminar in June of 2023.

The New Jersey State Chiefs of Police Association offers several training courses throughout the year on many aspects within law enforcement.

In 2023 Chief McCarrick attended the "New Chiefs Orientation" class with Lieutenant Carbery. There were various topics covered during this week-long training which were structured for a newly appointed Chief and high-ranking Command Staff.

Additionally, the New Jersey State Chiefs of Police Association offered weekly webinars throughout 2023 which covered up-to-date information on police management presented by National and International speakers. Chief McCarrick, members of his Command Staff, and supervisors attended these weekly webinars.



## Sussex County Chiefs Association



**Chief McCarrick is a current active member of the Sussex County Police Chief Association and was throughout 2023.**

Chief McCarrick attended 10 Sussex County Chiefs of Police Association Meetings for 2023

Chief McCarrick understands the importance of continued education and training to promote professionalism and advanced knowledge in skilled areas of law enforcement; With this forethought Chief McCarrick conducted 10 Supervisory Staff meetings and trainings during 2023.

Chief McCarrick is also an active member with the following organizations:

- Sussex County Youth Commission
- Sparta Township Municipal Alliance Co-Chair
- Sussex County Public Safety Training Academy Advisory Board member
- Sparta Township Health Committee member
- FBI National Academy Graduate Class 284
  - Active member with the NJ FBI National Academy Chapter
    - Attended (2) NJ FBINA Quarterly Meetings
    - Attended the NJ FBINA Conference and Training Seminar
- Sussex County Office of Emergency Management
  - Sparta Township OEM Coordinator
- Sparta FOP Lodge #26

Chief McCarrick made a commitment in 2023 to be involved with as many community organizations as possible, such as attending Sparta Township Council Meetings, attending Sussex County Commissioner Meetings, meeting with Lake Mohawk Country Club management and Advisory Board meetings, NJ State Association of Chief of Police monthly meetings, Sussex County Chief Association monthly meetings, FBI National Academy Quarterly meetings, Sparta Municipal Alliance meetings, Sussex County Office of Emergency Management meetings, School security meetings, Sussex County PFLAG meetings, and several more community organizational events throughout the year.



# Office of Emergency Management

The Division of Emergency Management is a county-level emergency service required by statute that coordinates all available resources to serve the needs of Sussex County.

## **Chief McCarrick is Sparta Township's OEM Coordinator**

- Attended several virtual and in-person County and State OEM Meetings throughout 2023
- Attended the 2023 OEM Conference in Atlantic City for training and updates
- Met OEM Officials from Vernon Twp., Jefferson Twp, Andover Twp, Sussex County, Hamburg Borough, NJSP
  - Attending Trainings
  - OEM Conference
  - Basic Workshop
  - ICS 200
  - ICS 300
  - EMMIT Software
  - EMMIT Practice Drills
  - FEMMA Workshop
- Practice Drill with Sussex County OEM
  - LMCC Fireworks
- Active Shooter Response Trainings
- Train Emergency Response Meeting – Sparta Junction (Eastern Propane)
  - Sparta Fire Depart., Sparta Ambulance Squad, Chief of NY Susquehanna Railway



## **Thomas McIntyre is Sparta Township's Deputy OEM Coordinator**

- Attended Several Virtual and In Person County and State OEM Meetings throughout 2023
- Attended the 2023 OEM Conference in Atlantic City for Training and Updates
- Practice Drill with Sussex County OEM
  - LMCC Fireworks
- Attended Trainings
  - OEM Conference
  - Basic Workshop
  - Transcar
- Train Emergency Response Meeting – Sparta Junction (Eastern Propane)
  - Sparta Fire Depart., Sparta Ambulance Squad, Chief of NY Susquehanna Railway

In 2023, the Sparta Township Emergency Operations Plan was completely updated. It was sent to the County and State of New Jersey for approval. The updated plan was approved in November of 2023 with a renewal date of November 2025. This was completed with efforts from our township professionals, public safety experts and public-school administration.

**Richard Bartlett is a valuable Liaison to our Township's OEM Team** - Richard assists with planning and drills and also provides training to our staff in the OEM field.

## Community Emergency Response Team (CERT)

The Community Emergency Response Team (CERT) program helps train people to be better prepared to respond to emergency situations in their communities. When emergencies happen, CERT members can give critical support to first responders, provide immediate assistance to victims, and organize spontaneous volunteers at a disaster site. CERT members can also help with non-emergency projects that help improve the safety of the community. CERT is a nationwide initiative.



Here in Sparta Township, we are lucky enough to have several volunteers who make up the Sparta Township CERT Team chaired by David Smith.

## Accreditation



Our agency began the process of becoming accredited in August of 2023. Lieutenant Adam Carbery is assigned as our Department's Accreditation Manager. Lieutenant Thomas Snyder and Detective Steve Guido serve as the Department's assistant Accreditation Managers. This Team of Accreditation managers was chosen for their diligent work and attention to detail. Their years of service vary which also plays a role in strategically continuing with accreditation standards for the future of our agency.

This team has been working consistently with team members from Lexipol. Together they have begun a collaboration of intensive and specifics steps to streamline the process for our agency to become accredited. During this time, Lt. Carbery attended an Accreditation Conference, where he obtained a wealth of information needed to continue this process. Additional training for Lieutenant Snyder and Detective Guido, to assist with this process, will be in the near future.

During this time our Accreditation Team has focused on reviewing and revision of all our agency's policies, to ensure that they meet our departmental standards, while aligning with directives from our County Prosecutor's office and Attorney General's office. The review, revision and ultimate implementation of the policies has been extremely time consuming, however this will ultimately assist in our mission to properly maintain public safety, protect our citizens' rights through transparency and professionalism, while adhering to established standards, fostering accountability, and developing and maintaining the trust of the community.

Our goal is to be an accredited department in 2024.

## Department Highlights

The recognition of personal excellence is an important aspect of a law enforcement agency's activities. Presenting departmental awards for meritorious service provides that recognition, thereby enhancing departmental morale, reinforcing the department's commitment to the maintenance of a high standard of performance by its members, and motivating personnel to perform their duties at the highest possible level.

### Promotions

Promotions	
Sergeant Daniel Elig	Lieutenant Thomas Snyder
Detective Sergeant Brian Hassloch	Lieutenant Adam Carbery
Sergeant Richard Smith	Chief Jeffrey McCarrick



### Awards and Recognitions

#### Meritorious Award

The meritorious Award is awarded for performing a particularly noteworthy act of service based upon determined and intelligent performance under adverse conditions with degree of risk of life and injury where death or injury to a third party was prevented.

2023 Officers Presented with the Meritorious Award
Lieutenant Thomas Snyder
Detective Christopher Favaro
Cpl. Kurt Morris
Cpl. Scott Elig
Officer Erick Finley
Officer Christopher Botta



**The following summary shows how these officers handled a crisis in a professional and noteworthy manner, leading to them being honored with the Meritorious Service Award.**

On July 13th, 2023, at approximately 05:43 in the morning, Sparta patrols responded to a residence in town for a mental health call. Upon their arrival, they learned, from the mother of the patient, that he had barricaded himself in his bedroom, armed with a Samurai Sword. Cpl. Scott Elig was the shift commander, and he was the first to arrive on scene with Ptl. Eric Finley, and Ptl. Chris Botta.

Cpl. Elig spoke with the caller who informed him that her son had just been released from an inpatient mental health facility, and additionally, he had not been taking his mandatory prescribed psychiatric medication. Patrols were familiar with the patient due to numerous previous involvements. While Cpl. Elig wasted no time in making the necessary notifications, Ptl. Finley and Botta started to attempt communication with the patient. Once the patient started to communicate back, he informed patrols that he would only speak with Cpl. Kurt Morris.

Lt. Thomas Snyder and Detective Chris Favaro arrived on scene and assisted with the communication. Again, the patient informed all parties that he would only speak with Cpl. Kurt Morris. At this time, Cpl. Morris was contacted, and he immediately responded to the scene. Cpl. Morris spoke with the patient who turned over the samurai sword to patrols but refused to vacate his bedroom. Patrols continued to speak with the patient, who ultimately voluntarily left his room, and agreed to be transported to the hospital for further treatment.

For over three hours the officers mentioned above maintained control by using their training, experience, and personal knowledge of the individual to ensure the safest possible outcome. Not one person was injured during this ordeal and there was no use of force used whatsoever.

Unfortunately, this outstanding performance will never make the news, but as an agency and a team, we recognize this remarkable moment in law enforcement. This is a direct result of outstanding work executed by a professional Team of Officers.



## 2023 "TOP COP"

"TOP COP" is a recognition of an Officer's outstanding commitment, in all aspects to service solely by their peers. Any Officer without rank can anonymously nominate an officer for this recognition.

Some Examples of Criteria which may be considered for this recognition
Communication Skills
Integrity and Transparency
Ability to take a Leadership stance
Willing to Learn and Grow
How Specific Incidents were handled
Community Service Involvement
How the officer conducts themselves off duty
Mentorship Skills

### The 2023 "TOP COP" Recipient is Officer Christopher Botta

Officer Botta was described by his peers as the following:

- Hard working, knowledgeable
- Always willing to lend a hand
- Incredible communication skills
- A true student of the profession
- Always looking to grow
- Constantly mentoring younger officers
- Respectful, humble, empathetic, and authoritative
- Self-motivated
- Proud to work alongside him
- A peoples cop
- Drive and work ethic are unmatched
- Dedicated to his career
- Communicates well with fellow employees
- Has the skills and attitude to become a leader
- Never shies away from helping
- Adapts to the ever-changing issues within this profession



## 2023 "TOP PROPS"

"TOP PROPS" is a recognition of a Civilian Employee for their outstanding commitment, in all aspects to our department both professionally and personally. Any civilian employee (Dispatchers, Records Clerks, Administrative Assistants, Animal Control Officers, IT and Support Staff) are eligible for this recognition. Any employee, sworn or civilian, with the exception of Command Staff Members can anonymously nominate an employee for this recognition.

### Some Examples of Criteria which may be considered for this recognition

Communication Skills

Integrity and Transparency

Ability to take a Leadership stance

Willing to Learn and Grow

How Specific Incidents were handled

Community Service Involvement

How a civilian conducts themselves off duty

Mentorship Skills

### The 2023 "TOP PROPS" Recipient, and Sparta Police Department's First "TOP PROP" is Marie Morro

- Always there to answer questions and assist
- Great attitude
- Committed to the department
- Strong work ethic
- Community service oriented
- Extremely organized
- Does it all with a smile
- Wears many different hats
- A team player
- The civilian glue
- Has a relentless pursuit of helping others
- Genuine, sincere, positive, and professional
- High level of integrity
- A great wife and mother
- It's hard to have a bad day when you see her smile
- A police chief must have
- The mom of the police department



Sussex County Detective of the Year  
Detective Steven Guido, Sparta Township Police Department



As Chief of Police, I am very proud and honored to announce that Sparta PD's very own Detective Steven Guido was awarded the 2023 Detective of the Year from the Sussex County Detective's Association. This award is presented to a detective every year who exceeds the standards in investigative work. One of the most important qualities of a detective is being a team player by working with others. Detectives need to be able to work together with local, county, state, and federal agencies. Detective Guido is always willing to go the extra mile and lend a hand or offer advice to a newly appointed detective, without question. He is well deserving of this accomplishment, and we are very proud that he is a part of our team here in Sparta.

## Administration

In 2023 the Sparta Township Police Department's Administration consisted of (1) Chief, (3) Lieutenants, and (1) Administrative Assistant. The Administrative Bureau purpose is to foster a motivating and professional environment for staff to grow and excel in their specific areas of expertise. This is accomplished by providing confidence in our department's employees by empowering them to make intelligent decisions.

The Chief of Police is responsible for overseeing all aspects of the daily operations of the Police Department. The Chief is responsible for the implementation and accountability of all policies, regulations, and emergency directives. The Chief delegates duties to appropriate personnel in a chain of command structure. The Chief will meet with community, civic, and religious groups to better understand the needs of our entire community. Additionally, the Chief is responsible for preparing and managing the department's budget. The Chief reports at least monthly to our Township Manager. Our Chief is also our Township's Office of Emergency Management Coordinator.

Our department's makeup is uniquely structured to meet the needs of our community. Below is a list of our Lieutenant's duties.

### **Patrol Lieutenant (Lt. Carbery)**

- Managing Patrol Officers consisting of (4) Sergeants and approximately (20) patrol officers
- Training—managing and scheduling of all mandatory training and advanced training for all employees.
- Oversee Firearms Drills and Active Shooter Training
- Workers Comp
- Scheduling of all personnel
- Accreditation
  - SOP's
  - Policies
  - Procedures
  - Rules and Regulations
  - Proofs
  - Liaison for Lexipol and State Chief Inspections and Compliance
- Managing any patrol grants
- Equipment compliance and maintenance
- Product and Equipment Inventories
- Resiliency and Employee Assistance Program Management
- Incident and Report Reviews
- Awards and Recognitions manager
- Building (PD) Maintenance Liaison

- New Recruits and Academy Management
- Uniform Compliance and Orders
- Staff Inspections

**Traffic Lieutenant (Lt. Lamon)**

- Managing Traffic Bureau consisting of (1) Sergeant and (2) Traffic Officers
- Managing of Communications Center (Dispatch) consisting of (9) full-time dispatchers—soon to be 10 full-time dispatchers and 4-6 part-time dispatchers
  - Dispatch Services
    - Fire
    - EMS
    - Police
      - Sparta Township
      - Franklin Borough
      - Ogdensburg Borough
      - Stanhope Borough
      - Hamburg Borough
- Managing of (3) Class II Special Officers
- Managing of Support/IT Staff consisting of (2) full-time civilian employees
- Managing all vehicle fleet
  - Operation
  - Maintenance Scheduling
  - Purchases
  - Equipment Installation
- Managing Extra-Duty work for Road Jobs
- Managing Animal Control Officer consisting of (1) full-time civilian employee and (1) part-time civilian employee
  - Sparta Township
  - Andover Township
  - Possibly Branchville in the future
  - Covering additional Sussex County Towns when needed
- Managing traffic studies throughout the township
- Reviewing of plans related to traffic and public safety regarding proposed planning and zoning board applications.
- Community Policing/ Community Relations Liaison
- Managing Traffic Grants
- Managing Body Worn Camera Grants
- Managing Drunk Driving Enforcement Funds

### **Detective Bureau Lieutenant (Lt. Thomas Snyder)**

- Managing Detective Bureau consisting of (1) Detective Sergeant, (2) Detectives, and (2) School Resource Officers
- Managing of employees on Modified duty
- Internal Affairs
- Lengthy review process for Use of Force
- Public Information Officer Liaison
- Management of Guardian Tracking Software
- Managing Record's Bureau consisting of (1) full-time records clerk and (1) part-time discovery clerk
- OPRA Liaison for Police
- All Mandatory reporting for the Prosecutor's Office and the Attorney General's Office
- Policy Compliance Review
- Random Urine Testing
- Random Evidence Audits
- Managing Automated License Plate Reader Grant
- School Safety and Security Liaison

Mandatory Reporting to Various County and State Agencies	
Employee evaluations, Evidence Audit, Humane Law Enforcement Officer report (HLEO), Diversity in hiring, Early Warning, Drug screening, Major Discipline, Use of Force and Pursuit report.	Annually
Prescription drug box, Station House Adjustment, Underage Warning (MJ), Internal Affairs, and Forfeiture	Quarterly



# Admin Reporting

## Employee Leave Hours Taken

Description	Hours
Bereavement	95
Comp Time	905.75
Family Leave	315
Floating Holiday	36
Personal	1,127.50
Sick	4,916.25
Vacation	10,068
<b>Total</b>	<b>17,463.50</b>

## On Duty Injury

Description	
Total Reported Cases	9
Cases with days away from work	3
Total number of days away from work	9

## Total Hours Worked

Description	Hours
Sworn Officers	65,972
Civilian Personnel	25,606
<b>Department Total</b>	<b>91,578</b>

## Department Total Overtime Hours

Categories	Hours
Active Shooter Training	93
Courses/Trainings	62
Court	76
CPR Training	43
Daylight Savings	5
DDEF Detail	36(Grant Funded)
DWI Patrol	90
Farmers Market	4
Firearms Qualifications	330
Fourth of July Fireworks	100

Categories	Hours
Fourth of July Parade	56
Halloween	20
Hanging with Heroes	7
Highway Traffic Safety Grant Patrol	194(Grant Funded)
Junior Police Academy	121
Late call	260
LEAD Day	48
Miners First Responder Day	2
Misc Community Events	43
MV Enforcement	48
Memorial Day Parade	56
Promotions	172(Comp Time Compensation)
Shift Coverage	122
Staff Meetings	20
Sussex County Day	17.5
Tree Lighting	12
Wreaths Across America	10
<b>Total</b>	<b>2047.50</b>

## Expense Summary

Starting Operating Budget \$225,000	
Hardware	\$403
Emergency Safety	\$120
Electrical Communications	\$319
Hospital and Lab Supplies	\$3,072
Postage	\$349
Vehicle Registrations	\$498
Other Equipment	\$100,512
Cleaning Supplies and Car Washes	\$1,407
Printing Services	\$1,528
Professional Services	\$8,712
Travel	\$1,077
Dues	\$920
Training	\$39,272
Drug testing/Other	\$4,934

Starting Operating Budget \$225,000	
General Equipment	\$1,815
Computer Equipment	\$10,988
Office materials	\$1,087
Uniforms	\$20,369
Miscellaneous	\$5,097
<b>Total</b>	<b>\$202,479</b>

Starting Vehicle Budget \$175,000	
Main Vehicle fund	\$175,499
Vehicle Capital fund	\$54,998
<b>Total</b>	<b>\$230,497</b>

## Reimbursement Grant Funding

Description	Balance
Body Armor Replacement	\$1,742
Bulletproof Vest Partnership Federal	\$2,611
Body Worn Camera Grant Program	\$36,172

## Full Grant Awards

Drunk Driving Enforcement	
Starting Account Balance	\$49,842
Alcotest unit, DWI Overtime, Vehicle Camera System Expenses	\$10,015

NJ Highway Traffic Safety	
Award Total	\$14,000

American Rescue Plan Communications	
2023 Starting Award Balance	\$509,686
Upgrades and Renovations Expenses	\$52,113

## Continual Fund Awards

Opioid Settlement	
Received	\$36,057
Spent	\$16,313

Community Food Pantry	\$3,000
Police Academy Trainings	\$4,700
Community Programming	\$8,940
LEAD, Hanging with Heroes, Chief for the Day	

### Automated License Plate Reader (ALPR)

The Sparta police department has recently been awarded a **\$68,800** grant for the implementation of automated license plate readers (ALPR). These devices have the potential to significantly enhance law enforcement efforts by quickly scanning and identifying license plates, aiding in crime reduction, and solving missing and exploited persons cases. ALPR technology allows for real-time monitoring of vehicles, enabling law enforcement to track down stolen vehicles, identify suspects, and locate individuals associated with criminal activities. With this grant, Sparta police can leverage ALPRs to bolster their crime-fighting capabilities, ensuring a safer community for its residents.

The Sparta Police Department is currently waiting on a list of ALPR vendors to become certified through the state to utilize the above grant money to purchase ALPR technology to be deployed within the township.

### Class II Special Officers (Our Department has 3 Class II Special Officers)

Summary of Work	Hours
CLASS II REPORTING	85 entries for additional hours
Court	286.5
Promotion ceremony	4
Memorial Day	12
Range	6
Hanging with Heroes	5
Trunk or Treat	4
Tree Lighting	8
July 4th parade	8
July 4th Fireworks	4
Dykstra Park	8
OLL Carnival	12
Funeral	9
Training	7
Sparta Day	10

## Special Detail Reporting

Often our officers are hired by private entities outside of their normal working hours to provide public safety for specific purposes such as crowd control or work zone safety. Below is a list of private vendors who hired our officers in 2023. (The number represents how many occurrences a vendor hired an officer) Vendors are responsible to pay the hourly Special Detail rate, administrative fees, and vehicle fees, which are all set by township ordinance.

Gray Supply	134	Girls on the run	3	Capital Paving	1
Skoda	80	Askin Hooker	3	Pope John High School	1
JC&PL	44	Broad step	3	Fred Devins	2
Vo-Tech dance	24	Turkey Trot	3	Sussex Rural	1
Penn Bower	18	Verizon	3	High Point	4
High Point Utilities	15	Straight Edge	2	Heaven Hill Farm	1
STAR POWER	12	Allen Cerra	2	Charter School Graduation	1
Sparta High School	18	Elizabethtown Gas	2	Riverside Paving	1
Lambert Cable	11	TOMCO	2	Sussex Charter School	1
Pope John	11	Food Truck Festival	2	Timberline Paving	1
Riverview Paving	6	Lambert	2	Charter school dance	1
Renaissance Faire	6	Rich Tree	2	Dance comp	1
SHS Graduation	4	Portofino's	3	PLANET NETWORKS	2
ROONEY LINE	4	Vo-Tech	3		
J & L Communications	4	PJ Football	2	Vo Tech Graduation	1
Township Paving	4	Optimum	2	KSM Underground	1
Mountain Creek	4	NG Gilbert	1	Pope John	1
SMS Graduation	3				
Total Worked					463
Hours					3,321

## Patrol Division



The Patrol Division is the largest and most visible organizational unit within the department and provides the bulk of policing services to the public. The Patrol Division provides a staff of highly trained and qualified officers that work 24 hours a day, 7 days per week, 365 days per year.

The primary mission of the Patrol Division is emergency response, crime prevention, preliminary investigations, and proactive patrol. We are here to serve the needs of our community at any given moment.

1. **\*\*Purpose\*\***: Our Patrol division is responsible for maintaining public safety, enforcing traffic laws, preventing crime, and responding to emergencies within the township.
2. **\*\*Structure\*\***: Our Patrol Division is led by a Lieutenant who oversees the day-to-day operations. Under their command are four Patrol Sergeants who supervise patrol officers during their shifts.
3. **\*\*Staffing\*\***: Our patrol officers are the front-line personnel who patrol designated areas of the township in police cruisers, on bicycles, or on foot. They respond to calls for service, conduct traffic stops, and engage in community policing activities.



4. **\*\*Shifts\*\***: Sparta Township Police Department Patrol Division operates 24/7, with officers working rotating shifts to ensure continuous coverage. The officers work 12 hours shifts, composed of one month of nightshifts, rotating to a month of dayshifts.
5. **\*\*Duties\*\***: Our Patrol officers perform a wide range of duties, including:
  1. Conducting proactive patrols to deter crime and maintain a visible police presence with our community.
  2. Responding to emergency calls such as motor vehicle crashes, domestic disputes, and crimes in progress.
  3. Conducting investigations at the scene of incidents, gathering evidence, and interviewing witnesses.
  4. Enforcing traffic laws and issuing citations for violations to ensure safe roadways for our citizens.
  5. Assisting other law enforcement agencies and emergency services as needed.
6. **\*\*Community Engagement\*\***: Our Patrol officers participate in our agency's activities, which engage in community policing initiatives, such as attending neighborhood meetings, organizing crime prevention programs, and building relationships with residents, local businesses, and places of worship. Our patrol officers teach LEAD in several of our schools to foster positive relationships and important talking points with our youth.
7. **\*\*Training\*\***: Our officers receive ongoing training in various areas, including firearms proficiency, defensive tactics, crisis intervention, and cultural sensitivity. They also receive specialized training in numerous areas, such as drug recognition, DWI enforcement, traffic reconstruction, bike patrol, community policing, and various investigative schools.
8. **\*\*Equipment\*\***: Our Patrol officers are equipped with standard police gear, advanced weapons, and medical equipment. Our officers are also equipped with the latest technology for body worn cameras, to be utilized in all our emergencies and interactions with the public. Our vehicles are equipped with numerous tools for a wide array of emergencies.
9. **\*\*Technology\*\***: Our Patrol Division utilizes technology such as mobile data terminals in patrol cars, LensLock body-worn cameras, in-car cameras, eTicket printers, and upgraded radios to enhance efficiency and effectiveness in policing.
10. **\*\*Collaboration\*\***: Our Patrol division works closely with other divisions within our police department, such as our Traffic Department and our Detective Bureau, to address specific needs and challenges within the township.

Overall, our Patrol division plays a crucial role in ensuring the safety and security of residents and visitors within the municipal township, serving as the first line of defense against crime and emergencies.

## Training and Professional Development

At Sparta Police Department we understand being trained properly and consistently will only improve our services to not only our community, but to ourselves. Our officers take pride in being highly skilled in a variety of areas. Our Command Staff encourages professional development for every employee.

## Training our Staff attended in 2023

Training Updates Description
Accreditation Update Training
Miranda Training Updates
Virtual School Safety Training
Center for Prevention - Substance use Recovery Training
NJ North Regional Mass Care Exercise Training
Juvenile Justice Update Training
Semi-Annual Firearms Training (Per Officer)
Youth Mental Health Training (Virtual)
NJSACOP Front Line Supervision Program
Resiliency Training
JCP&L Live Wire Training
Boat Safety Course Training
Patrol Bicycle Course
SFST DWI Refresher
Northern Red Active Shooter Training
CQB Training - Newton PD
Defensive Tactics Instructor Course
Understanding Cannabis Webinar
Below 100 Training
Technology in Criminal Investigations
Humane LE Officer Waiver Training (HLEO)
MEL Risk Management
Licensing Regulations Overview
Handling of Black Bear Training
NJ Learn -Bloodborne Pathogens, HAZMAT
Basic Field Training Officer Program
Verbal Judo Training
Radar Training (in-house recruits) -Free. (Certification)
AR-15 Armorer Course (Certification)

Training Updates Description
Responding to Bomb Threats and Swatting Hoaxes
Engineering and Traffic Studies
Domestic Violence Training Update
Financial Crimes Training
870 Armorer Course (Certification)
Teen Suicide Prevention Course
Railcar Training
Alcotest Operator Course (Certification)
Initial SFST Course
Backtrace Training
Dealing with First Amendment Auditors
Police Command Staff Training
Open-Source Intelligence
Street Gang Investigations

## Firearms Training

Ammunition Utilized
9mm target ammunition – 3500 rounds approximately day/night qualification
12 Gauge Shotgun, 23/4 buckshot-350 rounds approximately day/night qualification
5.56/.223 rifle ammunition- 6500 rounds approximately day/night rifle qualification and familiarization
Cost considerations: 300 comp hours vs. 140 OT hours (officers discretion)
O.C. Training Conducted. – No Cost. * NO Baton or Conducted Energy Devices

## Mandatory Training/Licensing Requirements

Description
Firearms qualifications – Twice per year
Use of force – Twice per year
Pursuit driving – Once per year
Domestic violence training – Once per year
CLEAR Institute training pursuant to Attorney General Directive 2016-5
Case law updates
Search and seizure updates.
Miranda training
Active shooter refresher
O.C. Training

Description
O.C. Instructor Training
Defensive tactics (Jiu Jitsu based similar to that approved by the PTC)
Incident command system
First aid/CPR/ CPR Refresher Training
Bloodborne pathogens
Hazardous materials
Right to know
Alcohol breath testing
CED/Less lethal
Radar

## Recruit Training and Updates

Recruit	Hired	Status
Christopher Fligel	October 4, 2023	Currently Active Patrolman STPD
Patrolman Harry Chewning	March 3, 2023	Currently Active Patrolman STPD
Stephen Davis	August 11, 2023	Currently Active Patrolman STPD
Matthew Litchfield	September 13, 2023	Currently Active Patrolman STPD
Patrolman Kyle Stoll	March 2, 2023	Currently Active Patrolman STPD

## Certifications

Below are some of the training and certifications our Officers hold.

Training Certifications	
<ul style="list-style-type: none"> <li>4:20 Passenger Vehicle Interdiction</li> <li>ABLE</li> <li>Accident Investigation 1</li> <li>Accident Investigation 2</li> <li>Active Shooter Response Instructor</li> <li>Advanced K-12 Behavioral Threat Assessment and Management</li> <li>Advanced Roadside Impaired Driving Enforcement (ARIDE)</li> <li>Alcotest Operator</li> <li>ALERRT Active Shooter Training</li> <li>Alzheimer's Disease for Law Enforcement /Safe Return</li> <li>AR15/MA Armorer Course</li> </ul>	<ul style="list-style-type: none"> <li>ICAT</li> <li>ICS 100</li> <li>ICS 200</li> <li>ICS 300</li> <li>ICS 700</li> <li>ICS 800</li> <li>Incident Command Systems</li> <li>Interview and Interrogation</li> <li>Intoxilyzer S-D5</li> <li>Intro to NIMS</li> <li>Ivory Tower</li> </ul>

## Training Certifications

- ARIDE
- Arson Investigation
- ATV operator Certified
- Background Investigations for Police Applicants
- Backtrace
- Basic Course for School Resource Officers
- Basic Crime Scene Investigations for Detectives
- Basic Drug Recognition for Police, Fire and EMS
- Basic FTO
- Basic K-12 behavioral Threat Assessment and Management
- Basic Police Training Certification
- Basic Report Writing
- Basic Tactics for Warrants
- Basic Water Rescue
- Becoming a Street-Smart Cop
- Below 100
- Bicycle Patrol
- Bloodborne Pathogens Training
- Breach Point
- Building Clearing
- Case Law Search & Seizure
- Cell block management-Suicide awareness
- Chemical Hazard Communication
- Child Passenger Safety Certification
- CLEAR Law Enforcement and the LGBTQ+ Community
- Clearing Buildings
- Codis Compliance Training
- Commercial Truck Enforcement
- Communication Analysis - The Art of Detecting Deception
- Computer Crimes for the First Responder
- JCP&L Electric Safety
- Juvenile Law; Statues, Policies and Procedures
- L.E.A.D. Instructor Certification
- Law Enforcement Active Shooter Training Emergency Response (LASER)
- Law Enforcement Handling of Black Bear Complaints
- Law of Interrogations and Video Recording
- LE Radar Traffic StarNEXT
- Maintaining Mental Health in Law Enforcement
- Major Crimes Investigation
- Methods of Instruction
- Missing and Abducted Children
- Monadnock
- Motorcycle Safety & Enforcement
- N.E.O. Not Even Once Instructor
- Narcan Administration Atlantic Health
- NJ Advanced Crash Investigation
- NJ First Responder Bleeding Control
- NJ Standard Field Sobriety Testing (HGN)
- NJSACOP Front Line Supervision
- NJSP LE & LGBTQIA Community Engagement
- NJTR-1
- Northern Red Training
- Not Even Once Instructor
- ODARA
- Officer Down/Officer Survival
- Oleoresin Capsicum Spray
- Outlaw Motorcycle Gang Conference
- Pharmageddon
- Physical Conditioning Instructor
- Police Bicycle Patrol

### Training Certifications

- Conducted Energy Device Basic User Course
- Counterfeit Document
- Courtroom Testimony for Police Officers
- CPR Instructor
- CPR Trained
- Crash Data Retrieval Tech
- Crash Reconstruction (Vehicle, Motorcycle, Bicycle, Pedestrian)
- Crime Scene Processing
- Criminal Gypsy Investigation
- Crisis Intervention Team Training (CIT) Certification
- Crisis Leadership & Decision Making
- Crisis Negotiation
- Critical Incident Response
- Cyber Security
- Dark Web Investigations
- Dealing with First Amendment Auditors
- Deceptive Behavior on Traffic Stops
- De-escalation Techniques
- Defensive Tactics Instructor
- Developmental Disabilities Awareness Training for First Responder
- Document Fraud for Law Enforcement
- Domestic and Sex Violence interviewing Techniques
- DRE
- Driver Simulator Training
- Driving While Intoxicated/Standardized Field Sobriety Testing
- Drug Impaired Driving
- De-escalation Techniques to Individuals with Special Needs/Mental Health Issues
- Police Service Rifle Instructor Program
- Police Traffic Engineer
- Pro-Active Patrol
- Radar Operator Certification
- Remington Model 870 Shotgun Armorer Course
- Report writing
- Resiliency Program Officer (RPO)
- Responding to Hazardous Material Transportation Incident
- Roadway and Traffic Safety Improvement
- Rx Prescription Abuse
- S.R.O. School Resource Officer Certification-
- Safe Patient Lifting for Emergency Responders
- Safety Emergency Responder Vehicle Education (S.E.R.V.E)
- SFST
- Sig Sauer P320 Armorer Certification
- Simunition Scenario Instructor and Safety Certification Course
- Smart Customer Service: Courtesies, Attitude, and Ethics
- Smart Customer Service: Effective Verbal and Non-Verbal Communication
- Smart Customer Service: Listening for Understanding
- Smart phone Forensics and Cellular Technology
- Sovereign Citizen Extremist Training
- Spanish for Law Enforcement
- Standard Field Sobriety Testing
- State of NJ Division of Criminal Justice CODIS Compliance Training
- Stop the Bleed



### Training Certifications

- Drug Monitoring Initiative (DMI) Drug Recognition Course
- Drug Recognition/Under the Influence
- Engineering and Traffic Studies
- Eyewitness Identification & Lineups & Out of Court Identifications
- FBI Advanced Interview and Interrogation Techniques
- FEMA NIMS I-700 & I-100
- Field Intelligence Officer
- Field Training Officer
- Fingerprinting
- Firearms Instructor Course
- First Responder Course, Atlantic Training Center
- Forensic Experiential Trauma Interviewing
- Forensic Mapping
- Gang Recognition
- Gracie Survival Tactics I
- Grant Writing
- Hazardous Materials Awareness Training
- Heroin-Opiate Investigation & Prosecution
- HGN
- High Level Interdiction & Concealed Compartments
- Highway Stops and The Drug Trafficker
- Homegrown Violent Extremist
- Homemade Explosives
- Hostile Environment awareness training
- Human Factors in Traffic Crash reconstruction
- Street Gang Investigations
- Suicide Prevention Gatekeeper Program
- Survival Driving Emergencies and Natural Disasters
- Survival Driving Urban Driving
- Surviving an Active Threat
- Tactical Emergency Casualty Care
- Tactical Interviewing
- Taser
- Technology in Criminal Investigations
- Terrorism Training for LE
- The Reid Technique of Interviewing and Advanced Technology
- Title 2C Update
- Top Gun
- Traffic Calming
- Traffic Safety Specialist
- Training on Immigration
- Transcar
- Trauma Informed Investigation
- Trauma Informed Investigations and Specialized Populations
- Undercover Narcotics Investigative Training #43
- Vehicle Dynamics
- Verbal Judo
- Weapons Mass Destruction
- Work Zone Safety

## Internal Affairs



The Internal Affairs Bureau is dedicated to creating a safe police environment and providing responsive service through an innovative problem-solving partnership with the community. Citizen involvement is vital to managing any public agency, particularly a law enforcement organization. Police service is often evaluated through commendations, suggestions, and internal/external complaints. The Internal Affairs Bureau ensures that all complaints are investigated thoroughly and impartially, while maintaining the integrity of the investigations and rigidly adhering to the Law Enforcement Officer's Bill of Rights.

### IA Breakdown

Internal Affairs investigations conducted in 2023		12
Generated by Civilian		8
Generated by Agency		4
Use of Force		29
Show of Force		3
Pointing Firearm (incidents where officers displayed a firearm)		3
Pursuit		3
Internal Affairs		12
Investigations involving 17 officers		12
Appendix K summary was uploaded to our website		
Major Reporting: 0 - Appendix L was uploaded to our website		

## Detective Bureau



The Sparta police detective bureau is a specialized division within our law enforcement agency tasked with investigating and solving crimes. Detectives in this bureau work on cases that require additional investigative skills beyond the initial response of patrol officers. They gather evidence, interview witnesses and suspects, analyze information, and build cases to bring criminals to justice. Additionally, they specialize in particular types of crimes such as homicide, robbery, arson, narcotics, cybercrime, and crimes against children. The Detective Bureau often collaborates with other law enforcement agencies, forensic experts, and prosecutors to solve cases and ensure the safety of the community. Our detectives have worked with many other municipal, county, state, and federal agencies.

The Detective Bureau also conducts all employee employment background investigations and there were **5** background investigations completed in 2023. In addition, the Detective Bureau conducts all firearm application backgrounds and permits to carry backgrounds. The unit completed a total of **559** firearms background investigations in 2023. The Detective Bureau is also responsible for all property, whether lost/recovered or evidence.

The Detective Bureau consists of (1) Detective Sergeant, (2) Detectives, and (2) School Resource Officers. This Bureau is overseen by a Lieutenant.

### Notable Cases Investigated by the Sparta Township Detective Bureau

SEP 10, 2021

Online Child Predator

ST2021-024500

Sparta Detective Bureau was notified of a juvenile who may have fallen victim to an online child predator. It was reported the 13-year-old boy engaged in an online relationship with someone identifying themselves as an age appropriate female. During the course of their conversation, the victim sent multiple naked pictures of himself at the request of the suspect. Conversation ensued over multiple social media platforms, to include, iMessage, Snapchat, Instagram and TikTok.

Detectives from Sparta Police Department and The Sussex County Prosecutor's Office performed a forensic download of the victim's cellular device along with serving several Communication Data Warrants for the social media accounts. Detectives were able to locate the nude pictures sent by the suspect, which when evaluated, were discovered to be the same pictures that were located on numerous foreign social media platforms. Through further investigative means, the

suspect's I.P. address was obtained and consistent across all of the social media applications used. This I.P. address originated to an adult male out of a suburb of Toronto, Canada.

Evidence recovered by detectives revealed eight total victims in New Jersey. This case was turned over to Canadian Law Enforcement via the United States Homeland Security Investigations and the National Center for Missing and Exploited Children. As a result of the evidence recovered during this case, it was further determined that this suspect had dozens of victims across the United States and Canada. In 2023 Canadian Law Enforcement invited Detectives from the Sparta Police Department and Sussex County Prosecutor's Office to partake in the execution of their search and arrest warrant on the suspect we identified.

JAN 3, 2023      Juveniles in Possession of Stolen Handguns      ST2023-000357

Patrols were alerted to a juvenile that was in possession of a stolen handgun. Ultimately it was determined that two handguns were stolen from Franklin Borough and sold to a juvenile in Sparta. An extensive investigation by Sparta and Franklin Detectives along with the Sussex County Prosecutors Office resulted in the arrest of seven individuals and the recovery of the two stolen firearms.

JAN 30, 2023      Sparta Pharmacy Burglary      ST2023-002530

Sparta Pharmacy was broken into by masked men who forced their way into the business. Multiple medications were taken from the pharmacy and the accused fled the scene in a dark colored Audi. This crew had burglarized several pharmacies throughout the northern New Jersey area and the vehicle was distinct. The Audi was used in a later burglary and became disabled while fleeing. The vehicle was impounded, and the infotainment system was downloaded. This download revealed the cell phones that were connected to the infotainment system in the Audi. Further forensic data was collected and used to identify the accused. The suspect was taken into custody and charged accordingly.

FEB 21, 2023      Houses Corner Road Burglary/ Manhunt      ST2023-004613

Patrols were alerted to masked men on foot on Houses Corner Road. Patrols and Detectives began checking the area and quickly located four men on foot running from a recent burglary. Multiple agencies responded and searched the area. Two Hispanic males were located, hiding in a swamp. These two males were transported to Sparta Police Headquarters and lodged. Cash and valuables were recovered along with two vehicles used in the commission of the burglary.

AUG 26, 2023      Bias Incident      ST2023-023842

Patrols responded to Lake House Café and took a report of a Bias Incident. An older male had confronted the victim on the sidewalk outside the Lake House Café. The two men are acquaintances and have known each other for some time. The older male began making several homophobic and derogatory remarks toward the victim in the presence of witnesses who were nearby. The accused ultimately left, and the victim provided the accused's name and information to patrols. Patrolman Pletcher responded to the accused house and spoke with him about the incident. The accused male admitted to making homophobic remarks and advised Patrolman Pletcher that, "gay people are from outer space." The Sussex County Prosecutors Office was contacted and ultimately agreed to charge the accused with Bias Intimidation and Harassment.

SEP 19, 2023 Lewdness ST2023-025786

Sparta Patrols were advised of a male masturbating in a vehicle in the Sparta Shoprite Parking lot. A description of the vehicle and license plate revealed that it belonged to Firefighter One, a business a short distance away. Detectives requested that the accused come to Sparta Police Headquarters for an interview. In a post Miranda interview, the accused admitted to masturbating in his vehicle multiple times while in the Shoprite parking lot. The accused was ultimately charged with lewdness.

OCT 19, 2023 School Threat ST2023-028483

Sparta High School administration was advised of a threat that someone may bring a gun to school. The threat was reported to the anonymous reporting app, Stopit. Our agency worked with Sparta High School to ensure that the students were safe and set up officers to be at all of the schools in Sparta Township the following day. The Sparta Detective Bureau obtained emergent IP address information which came back to an IP address in Clarksburg, West Virginia. Contact was made with the account owner of the IP address who reported that his son plays online games with a 15-year-old male in Sparta, NJ. The male in Clarksburg reported that while gaming online with the 15-year-old Sparta student he reported that he was being bullied and was going to bring a gun to school. The 15-year-old Sparta student was identified, and a risk assessment was completed through the school.

The below information indicates the number of cases, and case breakdown, that were turned over to our Detective Bureau to investigate on a further level. Often time complaints are reported to our Patrol Division, which are investigated and closed out on a Patrol level.

The detective bureau accounts for **34%** of all arrests within the Police Department.

## Reports Summary

Detective Bureau Total Number of Cases Investigated for 2023		118
Open Cases (Still under investigation)		25
Closed Cases		93
Cases with Arrests		41
Cases without Arrests		77

Investigation Type		93
Child Abuse		3
Fire		7
Assault		3
Burglary		10
Shoplifting		11
Criminal Mischief		2

Investigation Type		93
Fraud		9
Death		3
Weapons Offense		1
Sex Crime		5
Theft		4
Bias		3
Missing Persons		1
CDS		1
Background Investigations		3
Threats		4
Other		23

## Task Force Involvement

On a case-by-case basis Officers and Detective's from our agency will assist the Sussex County Guns, Gangs, and Narcotics Task force with investigations.

The Sparta Police Department loaned an Officer to this Task Force for approximately one year. This provided a great opportunity for an officer to train with respected officers amongst the state, investigate severe crimes, and execute an investigation to its fullest potential. The experience also allows this officer to bring back vital information to our department members.

## Evidence

Total Evidence taken into vault	286 items
Evidence Lab Runs	10 runs for 16 total items

Recovered Property	22 items
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Megan's Law	
All Megan's Law Offenders are strictly monitored with the assistance of our county and state agencies. All offenders within our jurisdiction are currently in compliance	

Firearms Applications	
FID CARD/Pistol permit	474
Concealed Carry permit	84
Denials	0



## Narcan Deployments

9

Naloxone (Narcan®), for example, is a medicine that can help people who are overdosing on an opioid. Opioids include prescription medications, heroin, and fentanyl. Sometimes other drugs, including cocaine and methamphetamine, are mixed, or laced with fentanyl. All our officers are trained in the deployment of Narcan. The detective Bureau is responsible for ensuring every vehicle is equipped with Narcan and all reporting requirements, upon deployment, are completed. Our officers deployed Narcan to a total of 9 individuals in 2023, which simply saved their lives.

## RX Take Back Summary

Our prescription take-back initiative aims to provide safe and convenient disposal options for unused or expired medications. We have a designated drop-off location at the Sparta Police Department where individuals



can return their unused medications, preventing them from being misused, abused, or improperly disposed of. The initiative helps reduce the risk of medication-related harm to individuals and the environment while promoting public health and safety. There were **662** pounds of unused prescriptions collected by the Sparta Police Department in 2023. The above prescriptions were turned over to the Drug Enforcement Agency for proper disposal.

RX Takeback		662 lbs
Quarter 1		282 lbs
Quarter 2		130 lbs
Quarter 3		158 lbs
Quarter 4		92 lbs

## Security Threat Evaluations School/Business

The Sparta Detective Bureau routinely conducts security threat evaluations at our local schools and businesses. These evaluations aim to assess potential security risks and vulnerabilities, ensuring the safety of students and employees. The bureau's proactive approach highlights their commitment to community safety and collaboration with local stakeholders to address security concerns effectively.

School/Business Security Threat Evaluations for 2023	
Sparta Surgical Center	
Northern Hills Academy	
Sussex County Food Pantry	
Sussex County Charter School	

## Juvenile Involvement

### School Resource Officers

The Sparta Police Department has and will continue to have a strong commitment to the youth within our community. We understand how important it is to have a positive impact on a child's life. We also understand that one single interaction, whether negative or positive, can influence a child's outlook on law enforcement. This is why our goals are structured around a positive engagement on every level. We are always striving to be innovative on what, as officers, we can put back into our community involving our youth.

Sparta Township has 23 schools within the township. These schools range from pre-k through High School and special need schools. The Sparta Township Police Department has an extraordinary relationship with all these schools and the students. We participate in many activities in the school from safety drills to participating in school activities, such as their annual field days.

### Schools within Sparta Township Schools

Sparta High School
Sparta Middle School
Sparta Helen Morgan School
Sparta Alpine School
Sparta Mohawk Ave School
Pope John High School
Pope John Middle School
Reverend Brown School
Sussex County Vocational High School
Sussex County Charter School
Veritas Christian Academy
Hilltop Country Day School
Broad Step Academy
Alpine Montessori
Oak Tree Pre-School
The Goddard School
Blessed Beginning's Preschool
Circle of Friends Preschool
Garden Grove Preschool
Little Genius Planet Preschool
Tiny Town Preschool
Kiddie Academy Child Learning Center
Northern Hills Academy

## Station House Adjustments (SHA)

Juvenile station house adjustments involve specific arrangements within the Sparta Police Department to address the unique needs and challenges associated with juvenile offenders. These adjustments include specialized training for officers dealing with juveniles, and collaboration with social services and youth support organizations. For the Sparta Police, such adjustments are vital for ensuring that juvenile offenders receive appropriate intervention, rehabilitation, and support services while also protecting their rights and fostering positive outcomes for their future. By tailoring station house arrangements to the needs of juvenile cases, we can effectively address youth crime and contribute to the overall well-being of the community.

### Common items for a Juvenile to complete for a Station House Adjustment Agreement

- Apology Letter
- Restitution
- Research Paper
- Community Service
- TAG
- No negative interaction with school or LE for 6 months
- Obey all household rules

In 2023 there were **27** Station House Adjustments in Sparta Township, and **27** juveniles successfully completed the program.

With a successful result of fulfilling the terms of the Station House Adjustment Agreement, criminal charges were not filed against these 27 juveniles.

Juvenile Investigations	
SROs Handled	170
Investigation Type	46
Welfare Check	3
Bias	3
Assault	9
Shoplifting	1
Motor Vehicle Invest.	2
Threats	12
CDS/ Alcohol	1
Harassment	2
Suicidal	1
Sex Crime	4
Theft	2

Criminal Mischief	2
Weapons	4
Station House Adjustments	27

Juvenile Complaints Via Court	8
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Curbside Warnings	0
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Marijuana/Alcohol Warnings	2
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### Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA)

In 1988, the New Jersey Departments of Law & Public Safety and Education issued a memorandum for use by local law enforcement and education officials. These agreements were signed in communities across the state and documented the commitment of both entities to work together as equal partners to address the State's alcohol and other drug problems as they relate to school-age children. Regulations promulgated by the State Board of Education and codified at N.J.A.C. 6A:16-6.2(b)13 through 14 establish uniform statewide policies and procedures for ensuring cooperation between education officials and law enforcement agencies; these policies and procedures are consistent with and complementary to the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA) approved by the Attorney General and the Commissioner of Education.

The MOA has been designed to ensure cooperation between law enforcement and education officials and ultimately to protect the educational environment. Recent events in New Jersey and throughout the nation have made clear that while schools are generally safe places for students and staff members, a wide range of offenses are committed on school grounds.

Police and School Memorandum of Understanding	
Sparta School District	
Catholic Academy	
Sussex County Technical School	
Sussex County Charter School	

## Social Media Presentation Summary

The Sparta Police Detective Bureau collaborates with School Resource Officers and school officials to deliver social media presentations to students and parents at our local schools. These presentations aim to educate juveniles and their parents about safe and responsible online behavior, including the potential dangers of social media. By leveraging the expertise of law enforcement, the initiative seeks to empower both students and parents with the knowledge they need to navigate the digital world effectively and mitigate risks associated with social media use and cyber bullying.

## Law Enforcement Against Drugs (L.E.A.D)



The Law Enforcement Against Drugs (L.E.A.D) program is a comprehensive strategy aimed at combating illicit drug activities within communities. It involves coordinated efforts between law enforcement agencies, educators, community organizations, and other community stakeholders. The L.E.A.D. organization helps us succeed by providing proven and effective programs to deter youth and adults from drug use, drug-related crimes, bullying and violence. We here at the Sparta Police Department are committed to reinforcing the mutual respect, goodwill and relations between law enforcement and our community.

The Sparta police department has **17** trained L.E.A.D. instructors and we teach an average of **550** students every year. We teach the L.E.A.D. program to 5th and 6th grade students at our local schools. Every year we host a fun filled educational L.E.A.D. Day where the 5th grade students who participated in the program get to spend time with our officers who create a day filled with multiple different activities such as, K9 demonstrations, medivac helicopter landing, Kickball, Obstacle Courses, Dunk Tank, Tug of War and an up close look at vehicles such as firetrucks, ambulances, police cars and trucks and tractors from our DPW.



### LEAD Classes 5th (Sparta/PJMS) and 6th Grade (Sparta)

Certified LEAD instructors	13
Sparta 5th Grade students taught	239
PJ 5 <sup>th</sup> Grade students taught	67
Sparta 6 <sup>th</sup> Grade students taught	239

## Records Bureau

The Sparta Police record's bureau is responsible for maintaining and organizing records of criminal activities, arrests, and incidents within our jurisdiction. This includes processing requests for criminal background checks, providing information to law enforcement agencies, and ensuring the accuracy and confidentiality of records. Additionally, they manage databases, analyze trends in criminal activity, and complete and send out documents related to discovery and open public records requests. In 2023 the records bureau processed 320 discovery requests and 381 Alarm permits for the township.



### Open Public Records Requests (OPRA)

84

**Sparta Police Officers handled to a total of 44,777 incidents within our jurisdiction in 2023**

**Motor vehicle stops made up 8,204 of those incidents, which resulted in the officers distributing 2,177 motor vehicle summons.**

Below is a breakdown of all the different categorized areas that our staff was involved in for 2023. Also is an approximate timeframe as these calls were handled.

**The Hours column does not reflect the extended time that staff was committed to these specific areas.**

Call Type	Count (12,958)	Hours (10,303.88)
911 Abandoned/Hang Up	253	67
911 Misdial	145	33
911 Transfer	7	0
ACORN Test – NJSP	1	0
Administrative Detail	2,252	1,433
Alcohol Violation	2	2
Ambulance/Medical	1,785	756
Animal Bite	31	13
Animal Complaint	1,395	341
Animal Complaint – Bear	40	13
Assault	39	80
Assault With a Knife	4	6
Assist Other Agency	5	13
Background Investigation	10	10



Call Type	Count (12,958)	Hours (10,303.88)
Bad Checks	1	2
Bias Incident	9	16
Burglar Alarm	782	147
Burglary	23	113
Burglary – From a Motor Vehicle	6	4
C.L.E.A.R	2	1.25
CDS Incident	15	39
Child Abuse/Neglect	3	3
Child Custody Matter	52	39
Child Safety Seat Inspection	24	10
Community Policing	110	107
Contempt of Court	3	4
Court Detail	15	43
Criminal Mischief	21	20
Death – Unattended	34	53
Disorderly Conduct	33	16
Dispute	208	178
Dispute – Domestic	287	528
Dispute – Landlord/Tenant	12	8
Dispute – Neighbor	34	32
Disturbance	47	33
Dumping	23	11
DWI	172	385
DYFS Referral	1	3
Employee Injury	8	13
Equipment Maintenance	74	33
Erratic Driver	573	118
Escort	121	48
Fingerprint	50	29
Fire Alarm	453	128
Fire Response	252	119
Firearms Application	451	105
Firearms Complaint/Violation	1	8
Fireworks	21	5
Forgery	1	1

Call Type	Count (12,958)	Hours (10,303.88)
Found/Recovered Property	59	32
Fraud	118	89
General Complaint	13	10
Harassment	133	130
Hazardous Condition	561	231
Hazardous Materials	1	0.05
Juvenile Complaint/Offense	159	181
Lewdness	13	21
Local Ordinance Violation	3	0.23
Lockout	48	16
Lost Property Report	31	13
Matter of Record	165	125
Megan's Law Registration	8	14
Mental Health	126	104
Missing Person	30	32
Motor Vehicle – Disabled	553	155
Motor Vehicle – Incident	185	72
Motor Vehicle – Parking Problem	116	29
Motor Vehicle Accident	1,348	835
Motor Vehicle Accident – Injury	65	66
Motor Vehicle Accident – Late Report	34	12
Motor Vehicle Stop	8,204	994
Mutual Aid	188	148
Noise Complaint	99	28
Notification	103	35
Parking Overnight/Extended	7	3
Personnel Complaint	6	3
Police Information	193	130
Prisoner Transport	2	2
Property Check	11,834	1,565
Property Check – Residential	548	69
Property Check (Business)	1,658	254
Property Check (School)	848	231
Property Damage	61	30
Public Assist	464	218

Call Type	Count (12,958)	Hours (10,303.88)
Repossession	3	0
Roll Call	2,989	2,093
School Detail	27	25
School Lock Down	18	6
Sex Crime/Offense	7	7
Sexual Assault	2	9
Shoplifting	63	101
Stalking	2	1.25
Subpoena Service	1	0.1
Suicide/Attempted	11	8
Suspicious Condition	726	325
Suspicious Person	356	165
Suspicious Vehicle	435	121
Theft	132	159
Threats	61	105
Traffic Complaint	138	43
Traffic Control/Radar	519	322
Trespassing	81	60
TRO Request	32	50
TRO Service	50	62
TRO Violation	12	31
Unwanted Guest	46	24
Warrant Served – Local	70	135
Warrant Served – Other Agency	28	84
Welfare Check	739	412

## Arrests

**The Sparta Police Department totaled 298 arrests for the year 2023.**

**291** arrests were of adult offenders.

**7** arrests were of juvenile offenders.

Charge	298
Aggravated Assault	11
Assault by Auto	1
Bias Crime/Intimidation	2

Charge	298
Burglary	4
Conspiracy	7
Criminal Attempt	3
Criminal Contempt	2
Criminal Mischief	6
Cruelty/Neglect of Children	1
Defacing Weapons	2
Defiant Trespass	4
Disorderly Conduct	5
Driving While License Suspended	5
DWI	54
Eluding Police w MV	2
Endangering the Welfare of Children	2
Failure to Appear	6
False Public Alarms	1
False Report to Police	2
Forgery	2
Fraudulent Use of Credit Cards	2
Harassment	5
Hindering Apprehension/Prosecution	7
Immigration Detention	1
Lewdness	4
Obstruction of Justice	10
Possession of CDS	4
Possession of Firearm by Minor	1
Possession of Weapon for Unlawful Purpose	6
Receiving Stolen Property	1
Resisting Arrest	6
Sexual Assault	1
Simple Assault	24
Taking Vehicle w/o Owners Consent	1
Terroristic Threats	3
Theft	7
Theft by Deception	4
Theft of Immovable Property	1

Charge		298
Theft of Moveable Property		8
Theft Shoplifting		32
Unlawful Possession of Weapon		7
Violation of Court Order		39
Warrant		2

## Traffic Bureau

The Sparta Traffic Bureau is made up of 3 Officers. It is supervised by a Traffic Sergeant and 2 Traffic Corporals with multiple certifications. These traffic officers are certified as Traffic Engineers, Crash Reconstructionist Officers, Traffic Safety Specialists, Crash Data Retrieval Technicians and Certified in Roadway and Traffic Safety Improvements, to name a few. The Traffic Bureau is tasked with conducting traffic studies on the roadways in Sparta to make recommendations on speed and volumes of traffic. This specialized division is also responsible for the investigation of all major traffic crashes that include serious injury or fatalities.



These Officers monitor and respond to all traffic complaints received from the Citizens of Sparta Township. The Traffic Bureau is also responsible for the management of fleet vehicles. Along with ensuring the proper maintenance of all vehicles in the Police Department, the Traffic Bureau oversees, purchases and upfits all new Police Vehicles.

Traffic Studies Completed	12
Traffic Complaints Received	59
Traffic Crash Reports Reviewed	687
Directed Traffic Enforcement	219

Traffic Studies (12)		
Seneca Lake Road	Pinckneyville Road	Tomahawk Trail
Andover Road	West Mountain Road (High)	West Mountain Road (Low)
West Mountain Road (High School)	Glen Road (High)	Glen Road (Low)
Glen Road (Milton)	Glen Road (200 Block)	Sparta Ave

Traffic Complaints	59
Speed	21
Parking	12
Noise	6
Stop Sign	4
Weight	10
Other	6

Total NJTR1 Reviewed by Traffic (Accident Reports)	687
Directed traffic patrols/enforcement	219
Vacant property checks entered	39



## Vehicle Report

Vehicles (24 total vehicles assigned to PD)			
4101	Patrol	4115	DB
4102	Patrol	4115	DB
4103	Patrol	4116	Auction
4104	MVA (DEER STRIKE)	4116	Auction
4105	Patrol	4117	Detail
4106	Patrol	4118	Admin
4107	Patrol	4119	Admin
4108	Patrol	4120	Traffic
4109	SRO	4121	DB
4110	Auction (AGE OUT)	4122	Traffic P/U
4112	Recruits	4123	Admin
4113	DB	4125	Lt. Carbery
4114	Auction	4126	Admin

Vehicle Mileage			
4101	29948	4115	159515
4102	34979	4116	142296
4103	39126	4117	116420
4104	Totaled in MVA	4118	96463
4105	118829	4119	47742
4106	138346	4120	198038
4107	123080	4121	163591
4108	102322	4122	62402
4109	124949	4123	29948
4110	Deadlined at DPW (AGE OUT)	4125	18003
4112	143500	4126	119822
4113	139622		

Maintenance	162 Services
1 <sup>st</sup> quarter	34
2 <sup>nd</sup> quarter	48
3 <sup>rd</sup> quarter	45
4 <sup>th</sup> quarter	35

Non-warranty work	52
Regular maintenance	102
Warranty work	8

Vehicle recalls	8 recalls worked on By Ford
Auction	4110, 4114, 4116
Purchase	4101, 4102, 4120 (2023 Chevy Tahoe's)
Patrol car crashes	4110, 4114, 4116

DATE OF LOSS: 10/17/23

IV(POLICE) CAR COLLIDED WITH A BEAR

DATE OF LOSS: 10/26/23

IV(POLICE) HIT DEER THAT EMERGED IN HIS LANE OF TRAVEL

DATE OF LOSS: 12/1/23

IV(POLICE) BACKING UP STRUCK OV

Fuel Used	36,019.92 gallons
1 <sup>st</sup> quarter	7,615.58 gallons
2 <sup>nd</sup> quarter	10,107.64 gallons
3 <sup>rd</sup> quarter	8,925.72 gallons
4 <sup>th</sup> quarter	9,370.98 gallons

## Animal Control



The Animal Control Services provided to the Township of Sparta are overseen by the Sparta Township Police Department. Our Animal Control Officer is Don Critchlaw. ACO Critchlaw has been employed as an Animal Control Officer for 33 years. The Sparta Animal Control is contracted to provide services to Andover Township as well as Animal Control duties in Sparta Township. Our Animal Control brings all unclaimed or lost animals to the Hopatcong Boro Animal Pound. ACO Critchlaw provides back-up services to many surrounding towns when those Animal Control Officers are not available. Additionally in 2023 we had a part time

Animal Control Officer, Michelle Canniff, who assisted ACO Critchlaw with his duties.

Total Animal Related Calls	617
Total Animals Brought to Shelter	33
Dogs	20
Cats	13
Costs associated	\$2,200.00
Costs to be collected in court cases	\$750.00
Costs to be collected from claimed animal	\$150.00
Annual Pound Fees Contract with Hopatcong Borough Animal Shelter	\$4,000.00
Breakdown of 2023 Charges Hopatcong Borough Animal Shelter Contract as mentioned above	
1/31/2023	\$1,500.00
4/30/2023	\$1,500.00
7/31/2023	\$1,500.00
10/31/2023	\$1,500.00
Overtime Hours	101
Funds received from Andover Township Shared Services	\$1,100.00 (Monthly) \$13,200 (Yearly)
Rabies Clinic	2 ATTENDED BY ANIMAL CONTROL OFFICERS ASSISTING OTHER AGENCIES

## Communications/Dispatch

The Sparta Township Police Department operates a multi-agency Public Safety Answering Point (PSAP) providing services for 5 municipalities. These municipalities included Ogdensburg Boro, Franklin Boro, Hamburg Boro, and Stanhope Boro. Our communication center is also responsible for 13 agencies to include call taking and dispatching all police, fire, and ambulance services. Our Communications Bureau is open 24 hours a day, 7 days a week, through all weather and emergency situations.

Our communications center needed a drastic overhaul to keep up with today's public safety standards. The infrastructure consisted of radio consoles, an aged security system, and electronic access systems that were no longer supported and required upgrading. These upgrades were to include supported radio consoles to provide reliable operability, a security system to provide better real time insight, and secured access for sensitive locations. The PSAP was also in need of physical upgrading that was required to accommodate the new equipment including office furniture and build out of the existing space.



By December 2023 our communications center opened with brand new radio consoles, newly renovated workstations, break area, and flooring for our dispatchers. We also completed security camera and access system upgrades that were installed and tested for safety. During the time of renovation our communication center was able to continually provide services to our community and surrounding agencies without any delay or lapse of coverage. Any issues that were encountered were able to be worked through by the professional personnel in our Support Bureau and communication specialists that our PSAP employs.

In 2023 our Communications Center consists of (9) full-time dispatchers and (4) part-time dispatchers. Our dispatchers are dedicated to answering the calls for service and providing the proper communication to our first responders.

### Dispatch Certified Trainings

Certified Trainings	
Emergency Medical Dispatch	Resiliency
Basic Telecommunicator	Fire Dispatch
CPR	ICS 100, 200, 300, 700, 800
Hostage Negotiation	Verbal Judo
Suicide Prevention Call Taking	Stress Identification and Management

### Upgrades (2023)

Purchase of 5 new chairs for the dispatchers. Total cost of \$6,858. (ARP GRANT)

The backhaul project has been kicked off and will begin and finish in 2024.

### Part Time Shifts Worked

Shifts	240*
Hours	2,148.50

\*The shifts worked by part-time dispatchers cover vacations, supplemental shifts, and sick time call outs.

### Dispatch Overtime

Entries	134
Hours	1,306
Sick Call Outs	87
Ordered in Shifts (Mandatory)	13

## Support Bureau

The Sparta Township IT Support Bureau provides technical assistance and maintenance for the technology infrastructure used by all employees in the Police Department. Our Support Bureau is staffed by two civilian employees. The services they provide include managing computer systems, network security, software applications, and hardware devices such as computers, servers, phone systems, and mobile devices. Our Support Bureau ensures that all systems are operating efficiently and securely to facilitate the smooth functioning of daily operations within the Police Department. They also play a critical role in implementing and maintaining specialized software for tasks such as crime analysis, records management, and communication systems. Additionally, they are involved with training police officers and staff on how to effectively use technology resources and provide troubleshooting assistance when issues arise. Overall, the Support Bureau is essential for ensuring that the police department can leverage current technology to effectively enhance public safety and law enforcement efforts. Our Support Bureau also assists our Partner agencies in surrounding jurisdictions as well as assisting at every level of the Sparta Township Government offices.

This department is essential for establishing new and innovative ways for our Officers to document and keep track of all aspects of Law Enforcement. The Support Bureau has provided cutting edge new technology to the men and women in the Police Department to keep in line with the everchanging technological landscape in Law Enforcement Environment. The Support Bureau is essential to the daily operations of our department.

## Damage to Equipment

Radio System	
This is repairs at the radio towers due to normal wear and tear	\$832.00
Communications	
ICOM Radio Repairs	\$128.39
Vehicle Damages	
Covered through Insurance for 3 Motor Vehicle Crashes	
BWC/MVR	
No funds spent on repairs of L3 BWC due to upgrade to Lenslock	\$4,590.00
This cost is the previous cost for L3 Camera software maintenance agreement	
Weapon Repair	
2 shotguns and one AR-15 repaired with parts in house, and nothing purchased. Sight for P320 repaired	No cost, warranty

Dispatch Consoles	
Damage from normal wear and tear to desktop (Console 3), charging ports and USB ports not functional	No cost, warranty
AED/Med Equipment	
Batteries and Paddles replaced	\$358.00

## AED USE

Police departments are increasingly equipping their officers with automated external defibrillators (AEDs) to provide immediate response to cardiac emergencies. The benefits of having AED's readily available are abundant. Police officers are often the first to arrive at all emergencies and having the AED's available ensure a rapid response to the cardiac emergency. All our officers undergo training in the use and effectiveness of AEDs to include recognizing sudden cardiac arrest and performing CPR. With the training that our officers receive it also benefits our citizens, when our officers are off duty and witness an emergency, they will use their life saving training while in public. Quick access to AED's and prompt use significantly increases the chances of survival. The presence of AEDs in police vehicles can greatly improve response times and outcomes for our citizens. Sparta Township Police Officers utilized the AED five times during cardiac emergencies.

## Building Upgrades

Our **Dispatch** center underwent significant upgrades, to include five new dispatch stations and new monitors at each station. The floor was completely replaced. The monitor screens within the dispatch center were all replaced as well. The kitchen area and appliances were all upgraded as well. The dispatchers were provided with state of the art, workstations, that the entire station is climate controlled as well as fully adjustable, to enable the individual dispatchers to sit and stand at their discretion throughout their shift. In addition to this key wellness feature, the dispatchers have also been provided with a work desk treadmill to further combat the long-term effects of sitting for countless hours. There is also a translucent glass bearing the Sparta Township Police Department patch, which is illuminated by soft blue LED lighting. These accents serve as a reminder of the professionalism and dedication to our agency that is evident in each dispatcher within our department.

**Sparta PD gymnasium** was upgraded in several areas. The most notable upgrade is the expansion of the overall gym area. A key wall was taken down and replaced, essentially doubling the size of the gym. The "all-in-one" gym equipment machine was purchased and assembled for the overall wellness and use of all our personnel. There is currently research to replace some of the outdated cardio equipment, treadmill, elliptical etc. The gym walls were painted a Spartan blue and boast a custom Sparta PD Fitness decal, to depict the strength and dedication of all the Sparta Township Police Officers. The gym serves as a wellness option for our officers to assist in maintaining not



only their physical nature but their mental well-being. All costs associated with this project were funded by the Sparta Fraternal Order of Police Lodge #26.

The **equipment room** was completely refinished and updated. All outdated equipment has been removed, and a “custom” shelving system has been added for a streamlined and organized area for all essential equipment used daily by our officers. The room has been inventoried numerous times and is currently in the process of updating the ongoing inventory system, to complement the SharePoint system. There is also currently an initiative to purchase new equipment for this room for daily use by patrols. This room was also completely repainted to be up to date and aesthetically pleasing. Capital funds were used for this upgrade.

The **patrol room** received a complete upgrade. This room is utilized 24/7 and receives endless foot traffic. The floors in the patrol room were upgraded to a commercial grade synthetic flooring, that is quite durable. All the officers’ desks and workstations were upgraded to state-of-the-art desks with new chairs. The Sergeant’s office was also completely reconfigured. The cut through door was removed and sealed off. The center of the patrol room received a large 85” smartboard, to be utilized for roll calls meetings each shift, as well as virtual meetings and training purposes. The Sergeant’s office was given a custom desk, with an option to move the workstation to a standing position. This office was also provided with new furniture for meetings. The patrol room and Sergeant’s office were completely repainted (different colors) to update the look and remain aesthetically pleasing. There is a committee formed to provide samples for decals and decorations for the walls.

The **Detective Bureau** underwent some minor changes with a new look. The walls were repainted, and custom artwork was added to the walls. This new look gives a complete overhaul to the Detective Bureau.

The **IT/Support Bureau** also received some updates. This area was completely reorganized with custom cabinets and shelving to store the plethora of intricate equipment utilized by our IT professionals each day. This has increased their ability to support our agency daily with various equipment and IT demands.

The **conference rooms** have been upgraded with new smartboards that have greatly improved our ability to conduct meetings, both in person and virtually; as well as improved our ability to provide training such as webinars. These new smartboards have given us the ability to utilize technology that was previously not available and access critical data while conducting various meetings and interactive training. They are also beneficial for communication purposes during a large-scale incident or multi-agency training. They have been a welcome addition to our agency and have proven to be an important asset. The Smartboards were purchased utilizing capital funds.

Our **IT Department** spearheaded a project to upgrade all our internal and external camera systems. All the new **camera systems**, made by Avigilon, have greatly improved the clarity of our cameras. This in turn has increased the security of our agency and our entire building. To complement this project, our IT department also successfully upgraded our **door access systems**, better known as “swipe” locations. This has improved our ability to access various sections of our headquarters as well as our entire building. This also enables our agency to lock down sensitive or restricted areas for increased security and the hardening of our agency. These costs were all covered by the LEAP Grant.

## Upgrade Costs

Dispatch	
Purchase of 5 new chairs for the dispatchers (ARP GRANT)	\$6,858.00
IT/Support	
New storage and cabinetry (ARP Grant)	\$6,858.00
Desks for IT/Support (ARP Grant)	\$2,200.00
Door Swipes, Building Cameras, Panic Alarm (LEAP GRANT)	\$179,061.79
Equipment Room	
Cabinetry for Equipment Room (Capital Fund)	\$1,686.00

## Vehicle Purchases



In 2022 Sparta Township ordered 3 Ford Explorers to be delivered to the Sparta Township Police Department in 2023 to be outfitted with a police emergency response package. While waiting for the explorers, it was learned that the Auto workers were actively striking, and all shipments of police vehicles were cancelled. Sparta Police needed to replace these vehicles to keep up with the demand of police services. The administration took the

necessary steps to research a solution. As a result of that research, three 2023 Chevy Tahoe's were purchased, upfitted, and delivered with the appropriate police emergency equipment in less than 3 months.

It was soon after learned the 2024 Chevy Tahoe's would cost approximately \$20,000 more than the previous year's model. It was decided as a cost-effective move to order three more 2023 Tahoe's at the lower price.

## Body Worn Cameras

BWC and Mobile Cameras (LENS LOCK)		\$36,205.60 (Yearly)
Monies Received from BWC Grant	\$81,520	
5-year total for the contract (BWC Grant)	\$181,028.00	
Monies spent for end-of-life L3 Cameras	\$13,774.52	

BWC and Mobile Cameras (LENS LOCK)	\$36,205.60 (Yearly)
5-year total for the contract	\$181,028.00



The Sparta Police Department was the first agency in the County and one of the first agencies in the state to equip our officers with body worn cameras (BWC). Body worn cameras are used to build public trust by capturing police interactions with the public. At the beginning of 2023 our BWC equipment and software was evaluated. It was determined that our BWC's were at the end of life, and we would soon have to purchase new equipment and upgrade software and a serve which we be costly. Additionally, our cost to comply with record retention, OPRA and discovery requests were

increasing with the outdated equipment.

Exploring our options we were able to solidify a leasing contract with LensLock BWC and Dashcam services. This avenue allowed us to have all brand-new body worn cameras for every officer and (9) new dash cameras for our patrol vehicles. Additionally with this lease comes a no extra cost maintenance contract for all equipment and included redaction software. All videos are stored on a cloud-based server which eliminated the need for us to purchase a costly new server.

A previously awarded state grant of \$81,520 for the purchase of Body worn cameras was utilized towards this 5- year lease.



# Specialized Units

## Firearms Unit

The Firearms and Tactics Unit within the police department is responsible for providing comprehensive training to officers in the safe and effective use of firearms. The members of this unit accomplish this goal by incorporating firearms proficiency, safety protocols, legal and ethical considerations, scenario base training, equipment maintenance, and risk assessment and mitigation into their training model. This unit has advanced knowledge and expertise to assist officers with decision-making skills, judgment in high-pressure situations, use of force and vehicle pursuit guidelines.

The unit is currently comprised of Lieutenants, Sergeants, and Patrolman. Collectively, this unit plays a crucial role in equipping police officers with the skills, knowledge, and mindset necessary to carry out their duties safely and effectively while minimizing risks to themselves and the public.

## Field Training Officer Unit (FTO)

**Sparta Township Police Department Field Training Officer (FTO) program** is a comprehensive training initiative designed to facilitate the transition of newly graduated officers from the academy to operational policing. Here's a detailed breakdown our program:

1. **\*\*Selection of FTOs\*\***: Experienced officers with a solid record of performance, professionalism, and interpersonal skills are selected to become FTOs. They undergo additional training to prepare them for their mentoring and evaluative roles. We currently have **nine officers** trained as Field Training Officers.
2. **\*\*Duration\*\***: The FTO program typically lasts 10 weeks, during which new recruits are closely supervised and mentored by FTOs. The duration can vary depending on the department's needs and the complexity of the training curriculum.
3. **\*\*Curriculum Development\*\***: A detailed curriculum is developed by the department's Administration as well as the Field Training Officers in collaboration with experienced officers and subject matter experts. This curriculum covers a wide range of topics, including department policies and procedures, legal issues, community policing strategies, tactical skills, use of force protocols, report writing, and ethical considerations.
4. **\*\*Structured Phases\*\***: The FTO program is divided into several phases, each focusing on specific aspects of policing. These phases may include orientation, observation, hands-on training, and gradually increasing levels of independence for the recruit.
5. **\*\*Daily Evaluations\*\***: FTOs provide daily evaluations and feedback to recruits based on their performance during various scenarios and real-world policing situations. These evaluations focus on areas such as decision-making, communication skills, officer safety, and adherence to our departmental policies.
6. **\*\*Documentation\*\***: Detailed documentation of the recruit's progress is maintained throughout the program. This documentation includes daily observation reports, performance evaluations, and any corrective actions or recommendations for improvement.



7. **\*\*Role-playing and Scenario-based Training\*\***: Recruits participate in role-playing exercises and scenario-based training to simulate realistic policing situations. These exercises help them apply theoretical knowledge to practical situations and develop critical thinking skills under pressure.
8. **\*\*Supervisory Oversight\*\***: FTOs work closely with their supervisory officers to ensure that recruits receive consistent guidance and support throughout the program. Supervisors will conduct periodic reviews of the recruit's progress and provide additional feedback as needed.
9. **\*\*Final Evaluation\*\***: At the end of the FTO program, recruits undergo a final evaluation to assess their readiness for solo patrol duty. This evaluation will include practical assessments scenario-based training of critical incidents. This will also include final evaluations of the officer during the duration of the FTO program.
10. **\*\*Continued Professional Development\*\***: Even after completing the FTO program, new officers continue to receive ongoing training and support to further develop their skills and knowledge throughout their careers. This is accomplished by in-depth roll call training, various agencies and outside training and education. As well as practical "hands on" training.

Our agency is very proud of our Field Training Program. It is very a well-structured FTO program, which is essential for ensuring that our new officers receive the training and support they need to become effective and responsible members of the police force, capable of serving and protecting our community with professionalism and integrity.

## Crash Team



The Sparta Township Police Department utilizes a police crash team that is a specialized unit within our department that focuses on investigating serious traffic accidents that involve serious injuries or fatal crashes. Our team consists of trained officers who have expertise in accident reconstruction and investigation. The crash team officers receive specialized training in areas such as traffic engineering, physics, and accident dynamics to

effectively investigate crashes. Sparta Township's specialized unit is responsible for investigating the cause of the crash, including gathering evidence. This involves taking measurements, analyzing skid marks, vehicle damage, and other factors. In addition to the investigation, the crash team manages the accident scene, including securing the area, rerouting traffic if necessary, and ensuring the safety of all involved. Our officers, and especially those assigned to the Detective and Traffic Bureaus, are trained, and certified in Data Collection. The officers collect data such as witness statements, photographs, videos, and other evidence from the scene to create a comprehensive report. The officers assigned to this unit are called upon to conduct an accident reconstruction which consists of using the evidence collected. They then are able to reconstruct the accident to understand how it occurred. This can involve the use of specialized software and technology. Each member of our department who specializes in crash investigations may be called upon to provide expert testimony in court cases related to the accident. The officers assigned to investigate serious motor vehicle crashes may work with other agencies such as emergency services and transportation departments, to ensure a thorough investigation.

Currently there are 7 certified crash reconstruction officers.

## Resiliency Team

In August 2019, the Attorney General issued the “Officer Resiliency Directive,” a first-in-the-nation statewide program to support the emotional and psychological well-being of law enforcement officers. As an agency, we thank the state for their understanding of what officers are exposed to on a daily basis and how this could affect their overall well-being.

The Resiliency Program is a survival toolkit that intends to change agency culture, increase performance, create positive interactions with the public, develop better leaders, increase morale, and most important save an officer's life. Resilience is the ability to withstand, recover, and grow when facing stressors and changing demands. In the old days we were told to just suck it up, in today's age of resilience we need to teach them how to suck it up.

The Sparta Police Department is dedicated to providing assistance to our very own who face the dangers of stress from the profession. Over this past year, with further support from our Sussex County Prosecutor’s Office, Sparta PD was able to build its Resiliency Team through certification training provided by the SCPO.

Sparta PD's Resiliency team	
Sgt. Smith	PO. Spitzer
Cpl. Rubino	Disp. Cernek
PO. May	



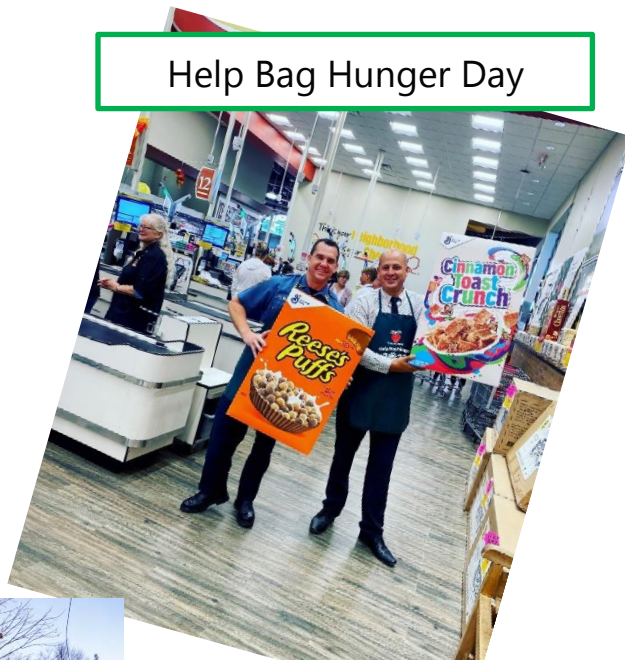
## Community Outreach

Community Outreach allows the Department to further assist the residents of Sparta in areas such as traffic safety awareness, senior citizen safety, school safety and security, and school-based curricular enhancements, including L.E.A.D, driver's education, and seasonal safety presentations.

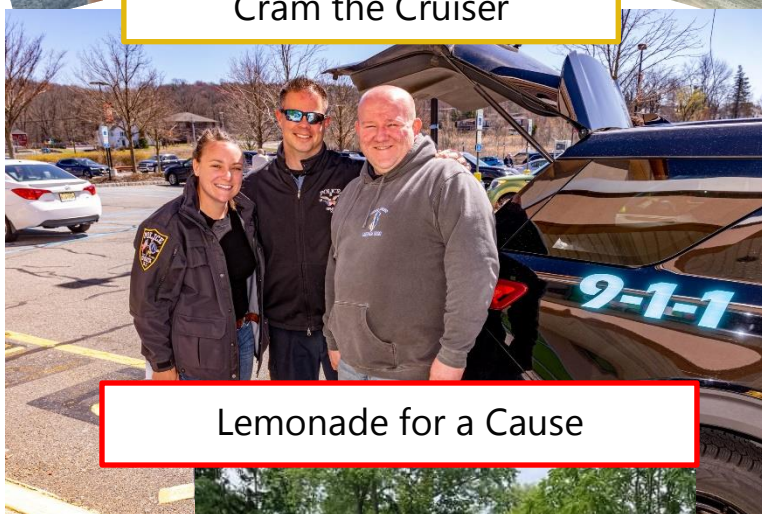
Coffee with a Cop



Help Bag Hunger Day



Cram the Cruiser



Lemonade for a Cause



Community Helper Week



## Community Law Enforcement Addiction Recovery (C.L.E.A.R.) & Operation Helping Hand.

C.L.E.A.R. and Operation Helping Hand utilize the Sparta Township Police Department as a resource to link individuals affected by substance use to the Center for Prevention & Counseling for help.

Community Law Enforcement Addiction Recovery C.L.E.A.R. programs partnered with the Sparta Police Department represent a collaborative effort to address addiction issues within the community. This collaborative effort involves law enforcement officers working alongside addiction recovery specialists to provide support, resources, and intervention strategies for individuals struggling with substance abuse. The partnership with the Sparta Police Department signifies a proactive approach to tackling addiction by leveraging law enforcement resources and community outreach efforts to promote recovery and reduce substance-related harm.

During 2023 there were 9 Narcan deployments in Sparta Township.

### “No Shave November” and “Double down December”

The Sparta Police Department embraced No Shave November as a fundraising initiative, allowing officers to grow out their facial hair in exchange for donations to a chosen charity. This departure from the usual grooming standards fostered camaraderie among officers and garnered community support. The department's participation not only raised funds for a worthy cause but also showcased their willingness to engage with the community in unconventional ways. The donation made by each officer to participate in this yearly event is \$100 for a beard and \$50 for a goatee.

Additionally, the department allows officers to carry on growing facial hair into December if they double their donation made in November. In 2023 the department raised a total of \$3,000!

**At Sparta PD we are dedicated. Throughout the year we are involved in and host a multitude of Community Outreach Initiatives. We are always looking to be involved and give back to the community.**

Community Activities
Sparta Day
LEAD Day
Junior Police Academy
Winter Carnival
Hanging With Heros
Sussex County Day
“Touch a Truck” (Sussex County Fair)
Sussex County Miners “First Responder Day”
Chief for a Day
Take your child to work day

### Community Activities

Fireworks
Fourth of July Parade
Memorial Day Parade
Sussex County Coalition meetings
PFLAG Craft Fair
Knoll Heights Car Wash

### Social Media Presentations

Country Day School
Pope John Middle School
Sussex County Charter School

## Special Needs Registry



The Sparta Township Special Needs Registry is a voluntary service open to all citizens who reside in Sparta Township. The registry was created to help police officers, and other emergency personnel, better assist residents with special needs in the event of an emergency by providing those first responders with vital information regarding a registrant's disability, contact information, and physical description.

Registration can be completed here:

<https://forms.office.com/g/Wz5UKuDYvY>

## Junior Police Academy Summary



The Sparta Township Police Department's Junior Police Academy offers a unique opportunity for young individuals to engage with law enforcement and learn about various aspects of policing. Through interactive sessions, physical fitness and hands-on activities, participants gain insights into teamwork, leadership, and the responsibilities of being a police officer. Some of the highlights of the academy include the landing of a helicopter, K9 and bomb squad presentations. The program aims to foster positive relationships between the community and law enforcement while providing valuable life skills to its participants.





## Law Enforcement Torch Run for Special Olympics New Jersey



This annual event is the kickoff to the New Jersey Special Olympics games and is a fundraiser for athletes' training, competition, and leadership opportunities according to New Jersey Torch Run. Funds also go to health screenings for the athletes and Unified Partners. These services and the games are provided to the athletes for free using the funds raised at various events like the torch run as well as other local efforts. Sparta Police Department members participate in this event every year and we encourage our community to come out and run with us!

## Police Unity Tour

In 1997, Florham Park Police Officer Patrick Montuore had an idea: organize a four-day bicycle ride from New Jersey to Washington, D.C., to raise public awareness about law enforcement officers who have died in the line of duty and to ensure that their sacrifice is never forgotten. With that, the Police Unity Tour was born.

The Police Unity Tour is an annual bicycle ride that honors law enforcement officers who have died in the line of duty





and raises awareness of the sacrifices made by officers and their families. Participants, including riders, motorcycles, and support personnel, travel hundreds of miles over several days, starting in New Jersey and culminating in an arrival at the National Law Enforcement Officers Memorial in Washington, D.C. The last leg of the journey ends at the Memorial, where the participants ride their bicycles through the National Law Enforcement Memorial and are greeted by friends, family, and survivors. Once there, many Police Unity Tour members present remembrance bracelets worn on their wrists throughout the journey to the families of fallen officers.

The tour has grown into nine chapters and nearly 2,600 riders. Each participant is required to raise \$2,100. A portion of the money raised covers the cost of the trip, and the rest is donated to the National Law Enforcement Officers Memorial and Museum. Since its inception, The Police Unity Tour has donated more than 33 million dollars to the National Law Enforcement Officers Memorial Fund.

Sparta Police Officers have participated in the Police Unity Tour for several years. In 2023, Sgt. Fraser, P.O. Botta, and P.O. Spitzer rode in the tour, while Sgt. Schomp and Cpl. Elig assisted as support personnel. Retired Cpl. Moyle has also ridden in the tour for several years.





## Sparta Fraternal Order of Police Lodge #26



The National Fraternal Order of Police (FOP) is a fraternal organization consisting of sworn law enforcement officers in the United States. It consists of chapters throughout the State and goes nationwide. Our Chapter, Spartan Lodge 26, consists of all active and retired officers. We also have retired officers from other states that are members. Lodge 26 is an extension of the police department and supports all officers and civilians of Sparta.

From time to time the Union will hold fundraising events that will assist in purchases for the officers and equipment. The Union is also a bargaining unit that is split up between the SOA and NONSOA. These two entities will participate in negotiations with the town for each other's specific contracts.

In conclusion, the relationship between the police chief and the police union is one that is built on mutual respect, collaboration, and communication. It is essential for both parties to work together to address the needs and concerns of the officers and the community. Having a strong working relationship will only benefit everyone involved.

**President Kurt Morris**