

## CHIEF OF POLICE

## DUTIES AND RESPONSIBILITIES

AN ORDINANCE TO REESTABLISH THE POLICE DEPARTMENT FOR THE TOWN OF VINCENT, ALABAMA.

THIS ORDINANCE SHALL BE KNOWN AND MAY BE CITED AS THE "POLICE ORDINANCE OF THE TOWN OF VINCENT, ALABAMA."

NOW, THEREFORE, BE IT ORDAINED by the City Council of the Town of Vincent as follows:

SECTION 1. There is hereby created a police department for the Town of Vincent, Alabama, which shall consist of a Chief of Police and as many employees as the city council may designate from time to time.

SECTION 2. Required knowledge, experience, and qualifications of Chief of Police.

A chief must meet minimum standards as required by the Code of Alabama for Police Officers and Police Chiefs. A chief must have: thorough knowledge of local, state and federal rules and regulations of Police Departments; thorough knowledge of approved principles, practices and procedures of police work; thorough knowledge of pertinent Federal and State laws and Town Ordinances; thorough knowledge of modern methods of investigative practices in the Police Department; ability to command respect of police officers and all support personnel of the department; ability to supervise and direct subordinate supervisors in assignments, scheduling, disciplinary procedures, complex and hazardous situations and circumstances; ability to deal with the public courteously and firmly and to establish and maintain satisfactory public relations; graduated from a standard high school; formal training in administration of affairs in police work; and extensive progressively responsible experience in varying phases of police work and supplemented with extensive supervisory experience. One must possess a valid driver's license as issued by Alabama Department of Public Safety and have had a minimum of five years of experience in the field of police work.

SECTION 3. Appointment and removal of the Chief of Police.  
The Chief of Police shall be appointed by a majority of the City Council from a list of eligible candidates supplied by the Personnel Officer. The Chief of Police may be removed for cause at any time thereafter in accordance with the Rules and Regulations of the Town of Vincent, Alabama.

SECTION 4. Supervision and control of the Chief of Police.

The Mayor shall be the immediate supervisor of the Chief of Police. All policies, directives and orders from the city government to the Chief of Police shall be made by or transmitted through the Mayor as the Executive Head of the Town Government. The Chief of Police shall report directly to the Mayor and shall only report to the Town Council when a majority of the members request his presence or written reports.

SECTION 5. Power and duties of the Chief of Police.

The Chief of Police shall direct the administration and operations of the police department and, in addition to policies adopted by the Town Council transmitted to the Chief by the Mayor, shall establish such other policies, directives, rules and regulations for the administration and operations of the department provided that the Chief does not make any directives, rules or regulations that are in conflict with any action of the Town Council or the Town Code or the State Code of Alabama. Instructs or sees that instructions are given to subordinates in techniques, methods, inspections, record keeping, reporting of activities in order to evaluate accomplishments and performance of subordinates. The Chief of Police shall serve as appointing authority for appointment to any position within the department other than that of the chief, and shall have the power to discipline or dismiss any employee within his department with the approval of the Mayor. The Town Council will approve the establishment of positions within the Police Department, the classification of all positions and the position descriptions.

SECTION 6. Personnel management.

The Chief of Police shall be responsible for personnel management, department labor relations and disciplinary actions within his department consistent with provisions of the Personnel Rules and Regulations of the Town of Vincent.

SECTION 7. Budgeting.

On or before August first of each year, it will be the responsibility of the Chief of Police to prepare a budget for the Police Department. The proposed budget will be sufficient to provide the necessary funding for all operations, equipment, training, and capital improvements in the Police Department. The proposed budget will be submitted to the Mayor and Council for their review and approval.

SECTION 8.

If any section, clause, provision, or portion of this Ordinance shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, clause, provision or portion of this Ordinance which is not in and of itself invalid or unconstitutional.

SECTION 9.

All ordinances or parts of ordinances in conflict with this Ordinance, or inconsistent with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

SECTION 10.

This Ordinance shall take effect immediately upon its adoption by the City Council and its publication as required by law.

ADOPTED AND APPROVED this the 22 day of April, 1996.

  
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Eddie Elliott  
Mayor

ATTEST:

  
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Mary Lee Reynolds

TOWN OF VINCENT-CLERKS CERTIFICATE OF PUBLICATION

I hereby certify that the above and foregoing Ordinance was published by me by posting copies thereof on the 16<sup>th</sup> day of October, 19 95, in three public places within the limits of the Town of Vincent, to wit, the Mayor's office, the Post Office and the Town of Vincent Water Department, in said Town, and that said copies remained so posted for a period of five days.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official corporate seal of the Town of Vincent, Alabama this day 23 of October 19 95.

Mary Lee Reynolds  
Town Clerk

SEAL