

ORDINANCE 97- 6

AN ORDINANCE AMENDING ORDINANCE 83-8 "AN ORDINANCE ADOPTING A CODIFICATION OF PERSONNEL CLASSIFICATION PLAN AND CODIFICATION OF PERSONNEL PAY PLAN, PROVIDING FOR WAIVER THEREOF, REPEALING PRIOR CONFLICTING ORDINANCES AND REGULATIONS, WITH SEVERABILITY CLAUSE AND EMERGENCY PROVISION" BY PROVIDING A JOB DESCRIPTION AND PAYCLASSIFICATIONS AS SHOWN ON EXHIBIT "A" FOR THE POSITION OF POLICE CAPTAIN; WITH SEVERABILITY AND REPEALER CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Russellville has previously adopted Ordinance 83-8 "An Ordinance Adopting a Codification of Personnel Classification Plan and Codification of Personnel Pay Plan, Providing for Waiver Thereof, Repealing Prior Conflicting Ordinances and Regulations, with Severability and Emergency Provision", and the City has now determined that it is necessary and proper to amend that ordinance to provide for an accurate job description and pay classifications for the position of police captain;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF RUSSELLVILLE, THAT:

Section 1: The job description and pay classification for the position of police captain set forth on Exhibit "A" attached hereto is adopted for this position, and this position is classified as shown on Exhibit "A" for payment classification.

Section 2: In the event any provision of this Ordinance is invalid for any reason, such invalidity shall not affect the validity of any other provisions.

Section 3: All portions of any section of any ordinance or rule or regulation in conflict herewith are hereby repealed to the extent of that conflict only.

Section 4: This Ordinance shall be effective upon its passage and publication according to law.

POLICE CAPTAIN

DEFINITION OF CLASS

This is a responsible supervisory, minor administrative and technical police work performed in the field and police headquarters.

Work of this class involves responsibility for assigning and evaluating subordinates assigned the Patrol Division. Work is performed in accordance with specific orders from a superior and Department policies and procedures, but with considerable independence of action in choosing specific methods and techniques. Work involves responsibility for making independent operating decisions based upon knowledge of departmental operations, although advice and counsel is available from superiors, in difficult cases. Direct supervision is given to police officers, investigators, and civilian clerical personnel. Supervision is received from Chief of Police by general observation and evaluation of the effectiveness with which the division operate.

Work involves elements of personal danger, and involves some public contact with citizens and law violators. Work may extend to assuming all duties of the Chief of Police in his absence.

EXAMPLES OF WORK PERFORMED:

Supervises and directs the operation of the Patrol Division to include all traffic and parking enforcement, schedules the appropriate number of police officer to specific shift, responds to serious crime scenes, patrols City to observe subordinates and to evaluate conditions.

May make a recommendation for changes in organizational procedures, policies and departmental rules and regulations.

Reviews reports submitted to him by subordinates so as to evaluate effectiveness of division operations.

Will be responsible for the control of all evidence, i.e. logging incoming evidence, maintaining chain of custody, and release of evidence as well as disposal and final disposition.

Will have control with the Chief of Police of the informant program which includes paying and audit of the informants. Informant files will be reviewed periodically at the discretion of the Chief of Police.

Serves as acting Chief of Police when the Chief and Assistant Chief are unavailable.

FIRST READING CONDUCTED ON JULY 8, 1997.

SECOND READING CONDUCTED AND PASSAGE by roll call vote this 22 day
of July, 1997.

AYES:

Willie Hampton
Ken Barrett

NAYES:

ABSTAINING:

ABSENT:

Howard Wren

Russell Jones

Jean Hawkins

Morris Kisselbaugh



KEN SMITH, MAYOR

ATTEST:



PEGGY JENKINS, CITY CLERK