

## AN ORDINANCE DESCRIBING THE DUTIES OF POLICE CHIEF:

The title of Police Chief shall replace the title of "Marshall" in the City Code book of Buffalo. All references to "Marshall" anywhere in the City Code Book shall hereby be considered the equal of Police Chief.

POLICE CHIEF PROVIDED: The position of police chief of the city is established to provide for the preservation of peace and enforcement of law and ordinances within the corporate limits of the City of Buffalo.

QUALIFICATIONS: In no case shall any person be recruited, selected, or appointed as police chief or as a police officer unless such person:

1. RESIDENT CITIZEN: Is a citizen of the United States and a resident of Iowa and live within 25 miles of City Hall upon being employed.
2. AGE: Must be at least 21 years of age.
3. DRIVERS LICENSE: Must have a current active Iowa driver's license.
4. LANGUAGE: Must be able to read, write and spell the English language and be able to type.
5. ALCOHOL AND DRUGS: This will be subject to Iowa State Code.
6. CHARACTER: Must be of good moral character as determined by a thorough investigation including a fingerprint search conducted of local, state and national fingerprint files and has not been convicted of a felony or a crime involving moral turpitude.
7. CONSCIENTIOUS OBJECTOR: Must not by reason of conscious or belief be opposed to the use of force, when appropriate or necessary to fulfill his duties.

TRAINING: The Police Chief must be an Iowa Law Enforcement Academy graduate and have at least five (5) years experience as a police officer.

OATH: The Police Chief and every police officer, before entering upon the duties of his office, shall qualify for office by taking the oath prescribed by Section 1-1.0201 of this code.

COMPENSATION: The Police Chief and any police officers shall be designated by rank and receive such compensation as shall be determined by resolution of the council. The Police Chief shall be allowed to belong to the police union. According to the union contract at any current time, he shall be allowed the same benefits as the other police officers, such as insurance, holidays, vacation, sick leave, bereavement leave, etc. His beginning salary at the time of this ordinance shall be his now present salary of \$12.62 per hour, and overtime rate will be according to the union contract. Overtime procedure shall be the same as listed in the union contract.

~~POLICE CHIEF APPOINTMENT: The Police Chief shall be appointed and serve at the pleasure of the Mayor. The Mayor must follow the steps listed in the union contract for relieving the Police Chief of his position.~~

POLICE CHIEF DUTIES: The Police Chief shall have the following powers and duties subject to the approval of the council:

1. GENERAL: He shall perform all duties required of the Police Chief by law or ordinance.
2. ENFORCE THE LAWS: He shall enforce all laws, ordinances and regulations and bring all persons committing any offense before the proper court.
3. WRITS: He shall execute and return all writs and other processes directed to him.

4. ACCIDENT REPORTS: He shall report all motor vehicle accidents investigated by the department to the state department of public safety as required by law.
5. PRISONERS: He shall be responsible for the custody of prisoners, including conveyance to detention facilities as may be required by state law.
6. ASSIST OFFICIALS: He shall, when requested, provide aid to other city officers, boards and commissions in the execution of their official duties. He shall be responsible for presenting a yearly fiscal budget to the council for approval or changes.
7. INVESTIGATIONS: He shall provide for such investigation as may be necessary for the prosecution of any person alleged to have violated any law or ordinance.
8. RECORD OF ARRESTS: He shall keep a record of all arrests made in the city by members of the department showing whether said arrests were made under provisions of state law or city ordinance, the offense charged, who made the arrest and the disposition of the charge.
9. REPORTS: He shall compile and submit to the mayor and council a monthly report of the status and activities of the department as well as such other reports as may be requested by the mayor or council.
10. COMMAND: He shall be in command of all officers appointed or hired for police work and shall schedule the work hours and be responsible for the care, maintenance and use of all vehicles, equipment and materials utilized for police work. He shall be responsible for the police building, notifying the public works department when repairs may be needed. He shall be responsible for an adequate supply of fuel at all times at the fuel tanks.
11. UNIFORM: He shall wear upon his outer garment and in plain view a metal badge engraved with the name of his office, his officers identification number, and such uniform as may be specified by the council.
12. APPLICANTS FOR OFFICERS: He shall review all applications, make recommendations to council of most qualified applicants for required further testing.

AMENDMENTS: Amendments may be made to this ordinance by city council anytime in the future.

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

Passed by the Council of the City of Buffalo, Iowa, this 02 day of December, 1991.

Approved and signed by the Mayor of the City of Buffalo, Iowa, this 02 day of December, 1991.

Signed: Betty O. Walters  
Betty O. Walters,  
Mayor of Buffalo, Ia.

Attest: Carol A. Bernauer  
Carol A. Bernauer,  
City Clerk of Buffalo, Ia.