

CITY OF SHARON, PENNSYLVANIA

BILL NO. 04-10C

ORDINANCE NO. 04-10C

Introduced by, Mr. Heutsche - August 19, 2010

Passed finally,

AN ORDINANCE OF THE COUNCIL OF THE CITY OF SHARON, COUNTY OF MERCER, COMMONWEALTH OF PENNSYLVANIA, AMENDING AND RE-STATING ADMINISTRATIVE CODE, CHAPTER 246.

BE IT ORDAINED AND ENACTED by the Council of the City of Sharon and it is hereby ordained and enacted by the authority of the same as follows:

SECTION 1. AMENDMENT AND RE-STATEMENT - Administrative Code -Chapter 246.

**POLICE DEPARTMENT**

The Police Department shall be headed and directed by the Chief of Police and may be composed of an Operations Officer and the following Divisions, which shall be headed and directed by the Chief of Police and supervised by the respective Officer In Charge:

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|----------------------|--|
| • Patrol Division    | Officer In Charge, Patrol Division                     |
| • Detective Division | Officer In Charge, Criminal, Investigation<br>Division |
| • Juvenile Division  | Officer In Charge, Juvenile Division                   |
| • Auxiliary Division | Officer In Charge, Auxiliary Division                  |

**DUTIES OF THE POLICE CHIEF**

The Chief of Police shall be appointed by the City Manager and be responsible for the performance of the following duties:

1. Direct all police work of the City;
2. Enforce all criminal statues of the commonwealth within the jurisdiction of the City;
3. Enforce all local Police Ordinances;
4. Control and manage all City detention facilities;
5. Control all traffic within the corporate limits of the City;
6. Provide for the training of all City police officers;

7. Assign City police Officers to the Patrol Division, Criminal Investigation Division, Juvenile Division and Auxiliary Division. Reassignment of an officer from or to any such division shall be made only by the chief of police, subject to any applicable collective bargaining agreement.
8. Perform such other police related matters as may be assigned from time to time by the City Manager.

### **SPECIAL QUALIFICATIONS OF THE POLICE CHIEF**

The Chief of Police shall possess a Bachelor's Degree in Public Administration or Police Science or related field; and have a minimum of five years experience in the administration of law enforcement; or an equivalent combination of experience and education.

### **DUTIES OF THE OPERATIONS OFFICER**

The Operations Officer shall be appointed by the City Manager and be responsible for the performance of the following duties;

1. To be the acting Chief of Police in the absence of the Chief of Police;
2. To supervise and be responsible for the performance of all divisions within the department, perform all police related duties assigned to him by the Chief of Police.

### **SPECIAL QUALIFICATIONS OF THE OPERATIONS OFFICER**

The Operations Officer shall possess a Bachelor's Degree in Public Administration or Police Science or related field; and have a minimum of five years experience in the administration of law enforcement; or an equivalent combination of experience and education.

### **DUTIES OF THE PATROL DIVISION**

The Patrol Division shall perform the following duties and responsibilities:

1. Enforce all criminal statues of the commonwealth within the jurisdiction of the City;
2. Enforce all local Police Ordinances;
3. Investigate all crimes not specifically assigned to the detective division;
4. Operate and maintain the detention facilities for the City;
5. Perform such other duties as may be assigned to it by the Chief of Police.

### **DUTIES OF THE DETECTIVE DIVISION**

The Detection Division shall perform the duties and responsibilities:

1. Investigate all crimes and any other such matters assigned to it by the Chief of Police;
2. Perform such other duties as may be assigned to it by the Chief of Police.

### **DUTIES OF THE JUVENILE DIVISION**

The Juvenile Division shall perform the duties and responsibilities:

1. Enforce all criminal statutes of the commonwealth within the jurisdiction of the City as they pertain to juveniles;
2. Enforce all local Police Ordinances as they pertain to juveniles;
3. Provide for the prevention and control of juvenile crime;
4. Perform such other duties as may be assigned to it by the Chief of Police.

### **DUTIES OF THE AUXILIARY DIVISION**

The Auxiliary Division shall be called to active duty by the President of City Council to assist the Police Department with traffic or crowd for special events, or in consideration of a special request made by the Chief of Police, or during any period of distress, disaster or emergency, except in the case of labor disputes.

### **INTERNAL INVESTIGATIONS**

Routine complaints of misconduct or misbehavior involving the police force will be investigated by the Chief of Police or his or her designee. High profile or more serious charges will be investigated by a qualified third party such as the Pennsylvania State Police.

- SECTION 2. **SEVERABILITY.** The provisions of this Ordinance shall be severable and, if any of the provisions hereof shall be held unconstitutional, void or otherwise unenforceable, such shall not affect the validity of any of the remaining provisions of said Ordinance.
- SECTION 3. **REPEALER.** All ordinances or parts of ordinances conflicting with any of the provisions of this Ordinance are hereby repealed insofar as the same affects this Ordinance.
- SECTION 4. **EFFECTIVE DATE.** This Ordinance shall become effective ten (10) days after final passage.

ORDAINED AND ENACTED finally into law by the Council of the City of Sharon, this 16th day of September, 2010 .

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President of Council

ATTEST:

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City Clerk