

## **Chapter 5 - The Police Department**

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## Article One - General Provisions

### 501 Creation of Police Department and Authorized Personnel

There is hereby established a Police Department for the Village of Spring Grove which shall consist of a Chief of Police with full time and part time personnel. There are hereby authorized the following ranks of sworn officers in the Police Department:

- Chief - 1
- Lieutenant - 1
- Sergeants - 3
- Patrolman - 5 full time and 6 part time

The Chief of Police as of the date of approval of Ordinance Number 2011-25 shall have the rank of Lieutenant. Except for the rank of Lieutenant as of the date of approval of Ordinance Number 2011-25, the Lieutenant and Sergeants positions shall be filled by the Board of Police Commissioners in accordance with the Illinois Municipal Code and the Board's Rules, Regulations and Procedures. *(Revised Ord. 2011-25)*

### 502 Appointment

The Village Chief of Police shall be appointed by the Village President by and with advice and consent of the Board of Trustees and shall hold office for a one-year term and until a successor is appointed and qualified.

Full time officers shall be appointed by the Board of Police Commissioners in accordance with the Illinois Municipal Code and the Board's rules, regulations and procedures. Upon the appointment of any new individual as a full time police officer, the Chief of Police shall announce the new appointment to the Board of Trustees at the following regular Village Board Meeting. All members of the Police Department of the Village shall be subject to any rules and regulations as promulgated by the Police Department, including but not limited to qualification for employment with the Police Department by physical, psychological, and/or written and oral examination. Part time police officers shall be appointed as provided in Article 3 of this Chapter. *(Revised Ord. 2011-28)*

### 503 Compensation and Salaries

Increases or decreases in compensation and salaries shall be as provided for by the President and the Board of Trustees of the Village except where State or Federal law mandates otherwise.

## **504 Chief of Police - Powers and Duties**

- 504.1 The Chief of Police shall keep such records and make such reports concerning the activities of the Department as may be required by statute or ordinance. The Chief shall be responsible for the performance by the Police Department of all its functions, and all persons who are members of the Department shall serve subject to the orders of the Chief of Police.
- 504.2 The Chief of Police shall report to the President and the Board of Trustees as directed and shall obey and follow the ordinances, resolutions, policies, directives and orders of the President and Board of Trustees, as well as being responsible for all persons who are members of the Department obeying such ordinances, resolutions, policies, directives and orders.
- 504.3 The Chief of Police shall be custodian of all lost, abandoned or stolen property in the Village.
- 504.4 The Chief of Police or his designate shall be authorized to serve writs, summonses and other processes.
- 504.5 The Chief of Police may make or prescribe such rules and regulations for the guidance of the members of the Police Department as he shall see fit.

## **505 Police Officers - Powers and Duties**

- 505.1 It shall be the duty of the members of the Police Department to see to the enforcement of all ordinances of the Village, and of all statutes effective in the Village, to preserve order and prevent infractions of the law and to arrest violators thereof. Every member of Police Department is hereby declared to be a conservator of the peace.
- 505.2 It shall be the duty of every member of the Police Department to conduct himself in a proper and law-abiding manner, and to avoid the use of unnecessary force.

## **506 Witness Fees**

Every member of the Police Department shall appear as a witness whenever this is necessary in the prosecution for a violation of a Village ordinance or of a State or Federal law. But no such member shall receive any witness fee for such services in any action or suit to which the Village is a party. All fees due for such services shall, if paid, be turned over to the Village Treasurer.

## 507 Police Training Program

- 507.1 The Village hereby elects to participate in the *Illinois Local Government Law Enforcement Training Program* as set forth in *Chapter 85, Section 501, et seq. of the Illinois Revised Statutes*.
- 507.2 All full time police officers of this Village hereafter commencing employment shall be certified by the *Illinois Local Government Law Enforcement Training Board* as having successfully completed an approved training course prior to commencing regular employment as a Police Officer in the Village; except that such basic training may be completed within 6 months from the date of initial employment unless an extension is granted by the director of the *Illinois Local Government Law Enforcement Training Board*.

## Article Two - Auxiliary Police Department

### 508 Creation – Membership

It is hereby created and established an Auxiliary Police Department for the Village. The Chief of Police shall have the authority to appoint individuals as auxiliary police officers. Upon the appointment of any new individuals as an auxiliary police officer, the Chief of Police shall announce the new appointment to the Board of Trustees at the following regular Village Board Meeting.

### 509 Qualifications and Requirements

Prior to appointment, all proposed auxiliary police officers shall be fingerprinted and their fingerprints shall be checked with the Federal Bureau of Identification, Washington, D.C., for any possible criminal record. No person shall be appointed as an auxiliary police officer if he or she has been convicted of a felony or other crime involving moral turpitude.

509.1 Auxiliary police officers need not be residents of the Village. Identification symbols worn by such auxiliary police officers shall be different and distinct from those used by the regular Police Department and shall be selected and chosen by the Chief of Police.

509.2 Auxiliary police officers shall, at all times during the performance of their duties, be subject to the direction and control of the Chief of Police.

509.3 Auxiliary police officers shall be responsible to furnish their own uniforms, leather goods, and other equipment, as directed by the Chief of Police.

### 510 Powers and Duties

510.1 Auxiliary police officers shall have the powers and duties, properly assigned and on duty, to:

- A. Aid or direct traffic in the Village.
- B. Aid in control of natural or man-made disasters.
- C. Aid in case of civil disorders.
- D. Perform normal and regular police duties when assigned by the Chief of Police on occasions when it is impracticable for members of the regular Police Department to perform normal and regular duties.
- E. Exercise all other powers as conservators of the peace that the corporate authorities may prescribe.

510.2 Auxiliary police officers shall not carry firearms.

## 511 Compensation

Auxiliary police officers shall be paid a wage on a case by case basis as determined by the Chief of Police.

## Article Three – Part Time Police Officers

### 512 Establishment and Composition

There is hereby established a unit of part time police officers. Such officers and unit shall be known and may be referred to for all purposes as “part time police officers”. Part time police officers shall be members of the Village’s regular police department and shall be considered “conservators of the peace” as defined at 50 ILCS 705/10.5.

### 513 Appointment Qualifications: Training

Part time police officers shall be appointed by the Chief of Police. Part time police officers shall serve at the pleasure of the Chief of Police and be at will employees who may be removed at the discretion of the Chief of Police with or without notice and with or without cause.

All part time police officers shall either: (1) have a current valid certification to serve as a full time police officer in the State of Illinois from the Illinois Law Enforcement Training Standards Board; (2) have a current valid certification to serve as a part time police officer in the State of Illinois from the Illinois Law Enforcement Training Standards Board; or (3) shall within 180 calendar days after they are hired by the Village, successfully complete any training mandated by the Illinois Law Enforcement Training Standards Board for part time police officers. If a newly hired part time police officer does not have any certification to serve as either a full-time or as a part-time police officer in the State of Illinois, the part time officer shall be directly supervised by a full time police officer with valid certification from the Illinois Law Enforcement Training Standards Board until such time as they obtain the necessary part time certification. Failure to meet or maintain the certification requirements of this section shall result in dismissal of the part time officer. This hiring standard for part time police officers shall be submitted to the Illinois Law Enforcement Training Standards Board as required by law.

Part time police officers shall be limited to work the number of hours in a calendar year which are authorized by statute or the regulations of the Illinois Law Enforcement Training and Standards Board.

Part time police officers shall meet the following minimum qualifications:

- a. Be at least 21 years of age.
- b. Possess at all times a valid driver’s license.
- c. Be a person of good character and not a habitual drunkard, gambler or person who has been convicted of a felony or crime involving moral turpitude.
- d. Meet the requirements of 65 ILCS 5/10-2.1-6 and not be ineligible to serve for any reasons set forth therein.
- e. Be a high school graduate.
- f. Not required to live within the village limits.

## 514 Duties

Part time police officers shall be subject to the direction and control of the Chief of Police and shall have the power to arrest and serve warrants and all other police powers in accordance with Illinois statutes and Section 505 of Chapter 5 of the Village Code.