

Chapter 17 Police Department

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Sec. 17.1 Responsibilities of Chief of Police

- 17.1.1 Responsible for the operation of the police department and reports to the mayor.
- 17.1.2 Enforcing the laws and statutes of the Town of Gate City, Virginia, and the Commonwealth of Virginia.
- 17.1.3 Keep the police department staffed with qualified personnel.
- 17.1.4 Recommend to the town council the hiring and firing of police department personnel.
- 17.1.5 Supervise personnel assigned to the police department, preparing their work schedule and approving their time off.
- 17.1.6 Seeing that the police department has the necessary equipment and materials to carry out its mission, and the property is kept in a good state of repair and in working order.
- 17.1.7 The police department personnel are properly trained to perform their job.
- 17.1.8 Submit a monthly report of the activities relating to the police department to the town council.
- 17.1.9 Coordinate with other law enforcement agencies such as county sheriff, Virginia State Police and FBI.

Sec. 17.2 Complaint Procedure

Any persons working for the police department who have a complaint or grievance should first discuss their problem with the Chief of Police. The complainant has the right to appeal the Chief's decision to the grievance committee. The Grievance Committee will hear any complaints that are submitted to it in writing. The Grievance Committee will investigate all matters submitted to it, hear the testimony from all involved parties, and render a written decision, as expeditiously as possible, and in any event, within 60 days.

The Grievance Committee decision can be appealed to the Town Council, which has the final say.

Sec. 17.3 Salaries, Wages and Benefits

The Chief of Police is responsible for presenting request for changes in pay (more or less) for persons assigned to the police department in the Town for the council to act upon.

Sec. 17.4 Personnel Reporting to Chief of Police

All full time police department personnel, temporary personnel, and part time personnel will report to the chief of police.