



City Council Meeting Agenda

Thursday, July 21, 2022

3:30 PM

- 1) **Call to Order**
- 2) **Roll Call of Members**
- 3) **Pledge of Allegiance**
- 4) **First Readings:**
 - A) Ordinance 28-22 to approve the appointment of Chief Gary D. Lewis, Jr. as Chief of Police and Director of Special Projects; to authorize and direct the Mayor and Auditor to enter into a three-year employment contract with Chief Lewis; and to declare an emergency.
- 5) **Adjourn**

All agendas are subject to change.

City Council Policy for Correspondence:

All correspondence addressed to City Council or requested to be distributed to City Council by the sender is a matter of public record and will be placed on the City of Bexley Website (www.bexley.org) at Public Documents > City Council > Council Correspondence. If the subject of the correspondence is not on the Council Agenda, the sender may discuss the issue during Public Comments. If the subject of the correspondence is on the Council Agenda, the sender may discuss the issue at the time the issue is addressed during the Council meeting.

City Council Policy for Public Comments:

Members of the public are encouraged to provide comments to City Council at the following times:

For issues that are not on Council's agenda:

- At a designated public comment period near the beginning of the meeting

For items on Council's agenda (when speaker slip has been filled out in advance):

- During an ordinance or resolution that is being discussed
- Residents may submit up to two separate speaker slips per meeting
- Please note that the speaker slip must be filled out prior to entering Council chambers and must be promptly handed to the Council secretary

For items on Council's agenda (when a speaker slip has not been filled out in advance):

- During the public comment period after a motion has been made and seconded to adopt an ordinance or resolution (typically the third reading)

- During a designated public comment period at the end of the meeting

Time limits for public comments:

While City Council will not routinely impose time limits on either Agenda or Non-Agenda visitors who wish to address City Council, those commenting are asked to confine their remarks to approximately five (5) minutes and for Agenda items, to direct their comments to the subject matter being addressed in the legislation. This five minute limitation also applies to City Council members per 220.01 (rule 13).

Additional guidelines for public comments:

- Any speaker addressing Council shall provide his/her name and address.
- Undue interruption or other interference with the orderly conduct of remarks is not permitted.
- Defamatory or abusive remarks are always out of order.
- Violation of this policy may result in termination of the speaker's comments and/or removal from the meeting

ORDINANCE NO. 28 - 22

By: Sam Marcellino

An Ordinance to approve the appointment of Chief Gary D. Lewis, Jr. as Chief of Police and Director of Special Projects; to authorize and direct the Mayor and Auditor to enter into a three-year employment contract with Chief Lewis; and to declare an emergency.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BEXLEY, OHIO:

Section 1:

That Council confirms the appointment of Chief Gary D. Lewis, Jr. as Chief of Police and Director of Special Projects.

Section 2:

That the Mayor and the Auditor are hereby authorized and directed to enter into a three year employment contract with Gary D. Lewis, Jr. as Chief of Police and Director of Special Projects, effective September 1, 2022 substantially on the terms set forth in the draft agreement attached hereto and in a form approved by the City Attorney.

Section 3.

That in order to preserve the safety and security of the community, this Ordinance is hereby determined to be an emergency and shall take effect and be in force immediately upon passage and execution by the Mayor.

Passed: _____, 2022

Troy Markham, President of Council

Attest: _____
Matt McPeek, Clerk of Council

Approved: _____, 2022

Mayor Ben Kessler

December 19, 2007

JD#21

**CITY OF BEXLEY
CLASSIFICATION SPECIFICATION**

Job Title: Chief of Police
Department: Police Department
Reports To: Mayor or Safety Director
FLSA Status: Exempt
Civil Service Status: Unclassified
Overtime Eligibility: Ineligible

Summary:

Under direction of the Mayor or Safety Director, plans, directs and coordinates operation of Police Department; develops, implements and enforces departmental policies, procedures, goals and objectives; prepares department budget and monitors expenditures; prepares and maintains records and reports; performs other related duties as required.

Essential Duties and Responsibilities :

Plans, directs and coordinates operation of Police Department (e.g., develops, implements and enforces departmental policies, procedures, goals and objectives).

Schedules and assigns duties.

Determines personnel training needs and implements appropriate programs.

Evaluates employee performance; approves employee leave requests (e.g., sick and vacation leave, etc.)

Administers disciplinary action as needed; receives and resolves employee grievances and complaints; provides technical advice and assistance to employees.

Prepares departmental budget and monitors expenditures to ensure expenses do not exceed appropriations; prepares allocations for department purchase (e.g., equipment, materials, etc.)

Prepares and maintains records, reports and other related documentation; composes correspondence, etc.

Responds to inquiries and complaints from citizens and other agencies; interviews citizens, employees, etc. to determine validity of complaints, determines and implements appropriate corrective action.

Serves as liaison between department and other law enforcement agencies, including Homeland Security, other city departments, the courts, local businesses and the general public.

Attends meetings; speaks before public and private citizen groups and organizations.

Develops and directs public information and crime prevention programs. Oversees special programs, e.g.: Communications Assistance for Law Enforcement Act (CALEA) and various programs/projects supported by Federal Grant Funds.

Other duties may be assigned.

Supervisory Responsibilities:

Manages subordinate supervisors who supervise employees within the captain, sergeant, patrol officers, and detective sergeants ranks; responsible for the overall direction, coordination and evaluation of these units.

Directly supervises Administrative Assistant.

Performs supervisory responsibilities in accordance with the organization's policies and applicable laws.

Interviews, hires and trains employees; plans, assigns and directs work; conducts performance appraisals; Motivates, and when necessary, disciplines employees; addresses complaints and resolves problems.

Qualifications:

To do this job successfully, an individual must be able to perform essential duties satisfactorily. The requirements listed below are representative of the knowledge, skills and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

Master's degree (M.A.) or equivalent; and four or more years of related experience in a command position (Rank of Lieutenant or higher) and/or training; or equivalent combination of education and experience.

Language Skills:

Ability to read, analyze and interpret the most complex documents. Ability to respond effectively to the most sensitive inquiries or complaints. Ability to write speeches and articles using original or innovative techniques. Ability to deliver effective persuasive speeches and presentations on controversial or complex topics to top management, public groups and/or boards of directors.

Mathematical Skills:

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference and volume. Ability to apply concepts of basic algebra and geometry.

Reasoning Ability:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with problems involving distinct tasks and functions in standard and nonstandard situations

Computer Skills:

To perform this job successfully, an individual should have a basic user's knowledge of internet software; spreadsheet software and word processing software.

Certificates, Licenses, Registrations:

Ohio Peace Officer Training (OPOT) certified; Firearm certifications; Automated External Defibrillation (A.E.D.)/Cardiopulmonary Resuscitation (CPR) Certification.

Must be insurable under the City's fleet insurance.

Interpersonal Skills:

The individual in this position must have the ability to effectively communicate, interact, deal with and direct persons with various socioeconomic and educational backgrounds in a variety of situations, settings and circumstances.

Other Qualifications:

Completion of one or more of the following professional development programs is highly desirable: Police Executive Leadership College (PELC), Certified Law Enforcement

Executive Program (CLEE); FBI National Academy; Southern Police Institute (Long Course), and/or Northwestern Traffic Institute Command (NTIC).

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to talk and hear. The employee is frequently required to stand, walk, use hands to finger, handle or feel reach with hands and arms. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl and taste or smell. The employee must occasionally lift and/or 50 or more pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, fumes or airborne particles and outside weather conditions.

The noise level in the work environment is usually moderate.

Employee:

The above job description accurately reflects the current duties and responsibilities assigned to my position. I have had an opportunity to provide input into the creation of this job description.

Signature

Dated:_____

Supervisor/Department Head:

Signature

Dated:_____