

RESOLUTION NO. 2012- 17

**A RESOLUTION OF THE COUNCIL OF THE CITY OF COATESVILLE, CHESTER COUNTY, PENNSYLVANIA, REGARDING CIVIL SERVICE CHANGES FOR PART-TIME POLICE OFFICERS**

WHEREAS, the City of Coatesville is a Chartered Third Class City in the Commonwealth of Pennsylvania; and

WHEREAS, the City of Coatesville Police Department has a need for more police officers, and in particular, part-time police officers to man its police force; and,

WHEREAS, although not covered by Civil Service, the City's Civil Service Commission has adopted Regulations (limited solely to the hiring process) in order to promote consistency and assure the hiring of the best possible individuals for the needs of the City; and,

WHEREAS, the provisions of this Resolution are substantially similar to those previously approved by the City's Civil Service Commission and are approved by the City contingent upon their re-approval by the Civil Service Commission.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Coatesville adopts the following procedures for the hiring of part-time police officers:

**Hiring Part-time Police Officers:** The Chief of Police will hire part-time police officers as needed to keep coverage levels safe for the City as determined by management. This process will include an initial review of all applications and an interview of the most qualified applicants by a designated command team made up of three ranking professional police officers (either from the City Police Department or from outside of the City Police Department). This panel will then rank the candidates (after an interview and testing of the candidates) and present the candidates to the Chief for a final recommendation to the Civil Service Commission based upon the specific staffing needs of the City. The Civil Service Commission will then review the records developed and make the final determination as to whether or not to approve the Chief's recommended candidates on a case by case basis. .

**General Qualifications:** Each qualified applicant shall meet all of the following requirements:

- Be a United States citizen or naturalized citizen of the United States.
- Have Act 120 training. Act 120 certification is preferred.
- Have Graduated from a standard high school or acceptable GED equivalency accepted by Commonwealth of Pennsylvania - with transcripts.
- Be twenty-one (21) years of age or older.
- Possess a valid Pennsylvania Driver's License.
- Provide a copy of DD214 if applicant served in the military.
- Be of good moral character.
- Be physically capable of basic police requirements (and pass a physical examination conducted by a medical doctor).

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Undergo a detailed criminal records check and have no conviction of a misdemeanor of the first degree or of any felony or violent crime (or any conviction of crime which constitutes *crimen falsi*).

Successfully pass a complete background investigation (to include but not be limited to medical/drug screening, psychological testing, credit history report, contact with teachers, friends, neighbors, employers, etc.).

Live within a twenty-five (25) mile radius of the City of Coatesville at the time of Appointment.

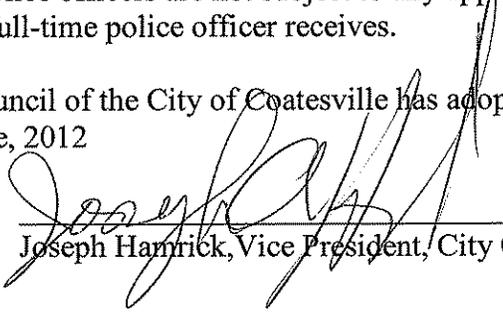
**Status of "At will" Employee:** Part-time police officers are presumed to be "at will" employees, i.e. the employer is free to discharge such officers for "good cause, bad cause, or no cause at all" and the employee is equally free to quit or otherwise cease work.

**Probation Period:** Part-time police officers will be subject to a probationary period of six (6) months. A probationary employee will be notified in writing upon successful completion of the probationary period.

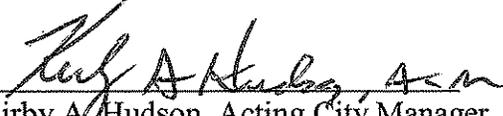
**Benefits:** Part-time police officers are not subject to any contractual benefits provided to full-time police officers established in the Coatesville City Benevolent Association's (CPBA) Collective Bargaining Agreement.

**Hearings or Appeals:** Part-time police officers are not subject to any appeal processes under the Civil Service Regulations that a full-time police officer receives.

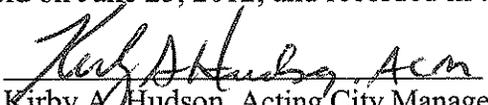
IN WITNESS WHEREOF, The Council of the City of Coatesville has adopted and enacted this Resolution this 25<sup>th</sup> day of June, 2012

  
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Joseph Hamrick, Vice President, City Council

ATTEST:

  
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Kirby A. Hudson, Acting City Manager

I HEREBY CERTIFY that the foregoing is a true and correct copy of the said Resolution duly adopted at a regular meeting of City Council held on June 25, 2012, and recorded in the Minutes as such.

  
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Kirby A. Hudson, Acting City Manager