

ORDINANCE NO. 949

FIRE-RESCUE DEPARTMENT

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF
LE MARS, IOWA, BY AMENDING CHAPTER 36,
"FIRE-RESCUE DEPARTMENT"**

BE IT ENACTED by the City Council of the City of Le Mars, Iowa:

SECTION 1. SECTION MODIFIED. Section 36.03 of the Code of Ordinances of the City of Le Mars, Iowa, is repealed and the following adopted in lieu thereof:

36.03 APPOINTMENT; TERM OF OFFICERS. The Council shall appoint a Fire Chief to serve at the pleasure of the Council. The Fire Chief and City Administrator shall appoint the Assistant Fire Chief and Battalion Chief to serve at their pleasure. The Fire Chief shall appoint, from the members of the Fire-Rescue Department, Captain(s), Lieutenant(s), a Secretary, and a Treasurer, every even-numbered year, by the first Tuesday of February. These officers shall hold office commencing April 1 of the year the appointment is made. All appointed will continue until their successors are appointed by the Fire Chief and qualified for said office. The Fire Chief may remove any person from their officer duties (including the Assistant Fire Chief and Battalion Chief).

SECTION 2. SECTION MODIFIED. Section 36.07 of the Code of Ordinances of the City of Le Mars, Iowa, is repealed and the following adopted in lieu thereof:

36.07 DUTIES OF OFFICERS.

1. Chief. During the time of a fire, the Chief shall be in command of the department and shall direct the efforts of the individual members of the department in the use of all apparatus and equipment in such manner as shall seem to such officer most efficient. The Chief shall also be responsible for holding training sessions as needed, for the supervision and control over the department's apparatus and equipment, and for reporting to the Council, as frequently as deemed necessary by the Council, all matters pertaining to the department or its activities.
2. Assistant Chief. The Assistant Chief shall assist the Chief, and in all matters connected with the department, obey the Chief's orders, and in the absence of the Chief shall be vested with all powers and shall perform all duties of the Chief. The Assistant Chief's first responsibility is to the Le Mars Fire-Rescue Department. The Assistant Chief's second responsibility is to act as the Emergency Management Coordinator for the City under the Fire Chief.
3. Battalion Chief. The Battalion Chief shall assist the Assistant Chief and the Chief, and in matters connected with the department, obey the Chief's orders, and in the absence of the Assistant Chief and the Fire Chief, shall be vested with all powers and shall perform all duties of the Assistant Chief and/or Fire Chief if one or both are gone. The Battalion Chief's first responsibility is to the Le Mars Fire-Rescue Department. The Battalion Chief's second responsibility is to act as the Special Operations Officer over all rescue and haz-mat equipment and functions for the City under the Fire Chief.

4. Captain(s). It is the duty of the Captain(s) to report to the Chief, Assistant Chief or Battalion Chief at fires or drills and assist them in their duties. In the absence of the Chief and Assistant Chief, or Battalion Chief, the Captain(s) shall assume the duties of the Chief. The Captain(s) also act as department librarian, and shall be responsible for all manuals, books and training materials belonging to the department as directed or required by the Chief. Captains shall also assist the Chief with other duties as assigned.

5. Lieutenants(s). It is the duty of the Lieutenant(s) to report to the Chief, Assistant Chief, Battalion Chief, or Captain(s) at all fires and drills and assist them in their duties. In the absence of the Chief, Assistant Chief, Battalion Chief, or Captains, the Lieutenants(s) shall assume the duties of Chief. Lieutenant(s) shall assist the Chief with other duties as assigned.

6. Secretary. The Secretary shall keep a true and accurate account of the proceedings of every meeting of the Fire-Rescue Department in a book provided by the Fire-Rescue Department for that purpose, and said book shall be a public document available for inspection. The Secretary shall also assist in the examination and auditing of all books and accounts belonging to the Fire-Rescue Department. This position may be an officer position in the command staff or filled by a current officer.

7. Treasurer. It is the duty of the Treasurer to keep a book containing a correct accounting of all donated moneys received and expended by the Fire-Rescue Department and the Treasurer shall pay the bills of the Fire-Rescue Department as have been approved by the Fire-Rescue Department, or its finance committee. In addition, their Treasurer shall assist the Chief in the preparation of the annual report of the Fire-Rescue Department. The Treasurer may be assigned other duties by the Chief and/or this position may be a position in the command staff or filled by a current officer.

All Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

This Ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

PASSED AND APPROVED this 20th day of November, 2018.

ATTEST:

Dick Kirchoff, Mayor

Beverly Langel, City Clerk

CLERK'S CERTIFICATE

STATE OF IOWA)
 * ss:
PLYMOUTH COUNTY)

I, Beverly Langel, City Clerk of the City of Le Mars, Iowa certify that the foregoing Ordinance was passed by a duly constituted quorum of the City Council of the City of Le Mars, Iowa, meeting in regular session on the 20th day of November, 2018 and that said Ordinance was published in the official City newspaper, the Le Mars Daily Sentinel, in its issue date this 27th day of November, 2018.

Beverly Langel, City Clerk

SEAL

First Reading: 11/06/18
Second Reading: 11/20/18
Third Reading: waived

