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***ORDINANCE NO. 25-26-10***  
***An Ordinance Amending Chapter 3.02F Police Chief;***  
***Striking 3.02G Deputy Police Chief and Revising the Lettering of the***  
***Provisions Thereafter; Amending Chapter 4.01 Creation of Department and***  
***4.03 Officers of the Department; adding 4.03A Police Commander and Revising***  
***the Lettering of the Provisions Thereafter of the Johnsbury Municipal Code***

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AN ORDINANCE PASSED BY THE  
PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF JOHNSBURG  
AT A REGULAR MEETING ON AUGUST 5, 2025  
PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE  
PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF JOHNSBURG

President

Edwin P. Hettermann

Board of Trustees

Mike Fouke  
Josh Hagen  
Scott Letzter  
Jamie Morris  
James Sylvanus  
Keith Von Allmen

Village Administrator

Claudett Sofiakis

**ORDINANCE NO. 25-26-10**  
***An Ordinance Amending Chapter 3.02F Police Chief;  
Striking 3.02G Deputy Police Chief and Revising the Lettering  
of the Provisions Thereafter; Amending Chapter 4.01 Creation of Department  
and 4.03 Officers of the Department; adding 4.03A Police Commander and  
Revising the Lettering of the Provisions Thereafter of the Johnsburg Municipal Code***

BE IT ORDAINED by the President and Board of Trustees of the Village of Johnsburg, McHenry County, Illinois, as follows:

SECTION 1: That Chapter 3.02F Police Chief be amended to read as follows:

**F. Police Chief**

1. Appointment and Term. The Village Police Chief is appointed by the President and serves the Village with no set term of office. The Police Chief's employment may be set forth in an agreement, which can be for multiple years not exceeding the terms of the President. The Police Chief is under the direct supervision of the Village Administrator. Educational and experience requirements are a Bachelor's Degree and successful completion of staff and command training through the FBI National Academy or similarly recognized program with a minimum 5 years of municipal police experience, or an experience base of 12 years with progressively increased job responsibilities.

2. Duties. The Police Chief shall:

- a. Be the chief executive officer of the Police Department of the Village. The Police Chief shall direct the enforcement of all applicable Federal, State, and Local laws as well as the enforcement of all orders, rules, and regulations of the Police Commission.
- b. Be in charge of and exercise control over all sworn officers and civilian employees of the Police Department, subject to the authority of the Village President and Administrator. This shall include supervision, and or the appointment of personnel to supervise all department personnel and be responsible for the conduct and efficiency of all department employees.
- c. Prepare, propose, and manage a fiscally responsible annual budget in conjunction with the standards approved by the Village Administrator, Village President, and the Village Board of Trustees.
- d. Evaluate the department's resources and deploy them as necessary, while identifying opportunities and seeking intergovernmental partnerships to improve overall public safety.

- e. Investigate all complaints and charges of deficient performance or misconduct as it may relate to subordinate department personnel, consistent with the State of Illinois guidelines and/or local mandates.
  - f. Establish reasonable rules and regulations relating to routine work of the Department consistent with the ordinances of the Village and the rules and regulations of the Police Commission. Willful failure on the part of any sworn or civilian employee of the Police Department to comply with such rules and regulations shall be deemed to be a disobedience of lawful orders of the Chief of Police.
  - g. Develop and implement the department's goals, objectives with guidance, policies, and procedures to successfully attain such.
  - h. Serve, protect, and preserve the public peace while enforcing all Federal, State and local laws.
  - i. Perform tasks and duties identified in Chapter 4.03C entitled Patrolman as necessary.
  - j. Be responsible for representation of the Police Department at Village Board Meetings, Village Events, and Critical Incidents. The Chief of Police shall have the authority to designate personnel to attend these functions in their absence, or as necessary.
  - k. Work to identify trends and challenges of modern policing, seeking best practice solutions to ensure public safety and good community relations.
  - l. Prepare and present annual reports to the Village Board.
  - m. Perform such other duties as determined by the Village Administrator or Village President.
3. Bond. Before entering upon the duties of the office shall execute a bond in such amount and with such sureties as may be required by law or by ordinance (Section 3.04B), conditioned upon the faithful performance of the duties of the office. The Village shall pay the premium on such bond.

SECTION 2: That Chapter 3.02G Deputy Police Chief be stricken in its entirety and the lettering of the provisions thereafter be revised.

SECTION 3: That Chapter 4.01 Creation of Department be amended to read as follows:

**4.01 CREATION OF DEPARTMENT** There is hereby created a Public Safety Department, an executive department of the Village. The Public Safety Department shall consist of the Chief of Police and of such numbers of commanders, sergeants, and patrol officers, as may be provided from time to time by the Village Board.

SECTION 4: That Chapter 4.03 Officers of the Department and 4.03A are amended to read as follows:

**4.03 OFFICERS OF THE DEPARTMENT** All officers are under the direct supervision of the Police Commander.

**A. POLICE COMMANDER**

1. Appointment and Term. The Johnsburg Police Commission may hire a Police Commander to serve the Village. The Police Commander is under the direct supervision of the Police Chief. Education and experience requirements are a Bachelor's Degree with a minimum of 5 years of municipal police experience or an experience base of 10 years with progressively increased police supervisory job responsibilities; successful completion of staff and command training through the FBI National Academy or similarly recognized program; and successful completion of the examination process as conducted by the Johnsburg Police Commission.
2. Duties. The Police Commander shall:
  - a. Provide oversight of Police Department operations and performance including patrol, investigations, and compliance with laws.
  - b. Participate in the establishment of departmental goals, objectives, and policies; and monitor and evaluate the efficiency and effectiveness of service delivery methods, and staffing levels.
  - c. Participate in the selection, training, supervision, and evaluation of personnel; ensure staff training; work with employees to correct deficiencies and when necessary, recommend disciplinary actions.
  - d. Act on behalf of the Chief of Police during their absence, as needed or when assigned.
  - f. Serve, protect and preserve the public peace and enforce all Federal, State and Local laws and the ordinances of the Village.
  - g. Perform tasks and duties identified in Chapter 4.03C entitled Patrolman.
  - h. Assist in the administration of the Department.
  - i. Assist in the evaluation of policies and procedures ensuring that they are in compliance with current laws and best practices.
  - j. Assist with the administration and maintenance of professional standards, investigations and records.
  - k. Represent the agency at department events including but not limited to: Village Board meetings, departmental meetings, and critical incidents as directed by the Chief of Police.

I. Perform such other duties as determined by the Police Chief, Village Administrator, or Village President.

SECTION 5: That the lettering of the provisions following Chapter 4.03A Police Commander be revised.

SECTION 6: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 7: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 8: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Voting Aye: Trustees Fouke, Hagen, Letzter, Sylvanus and Von Allmen

Voting Nay: None

Abstain: None

Absent: Trustee Morris

APPROVED:



Village President Edwin P. Hettermann



ATTEST:

  
Village Clerk Claudett E. Sofiakis

Passed: August 5, 2025

Approved: August 5, 2025

Published: August 5, 2025

Prepared by:

Claudett Sofiakis, Village Administrator

Village of Johnsburg

1515 Channel Beach Avenue

Johnsburg, IL 60051

## CERTIFICATION

I, CLAUDETT E. SOFIAKIS, do hereby certify that I am the duly appointed, acting and qualified Clerk of the Village of Johnsburg, McHenry County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the President and Board of Trustees of said Village of Johnsburg.

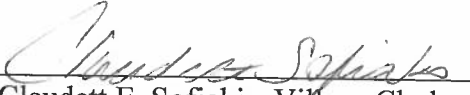
I do further certify that at a regular meeting of the President and Board of Trustees of the Village of Johnsburg, held on the 5th day of August, 2025 the foregoing Ordinance entitled *An Ordinance Amending Chapter 3.02F Police Chief; Striking 3.02G Deputy Police Chief and Revising the Lettering of the Provisions Thereafter; Amending Chapter 4.01 Creation of Department; adding 4.03A Police Commander; and Revising the Lettering of the Provisions Thereafter of the Johnsburg Municipal Code*, was duly passed by the President and Board of Trustees of the Village of Johnsburg.

The pamphlet form of Ordinance No. 25-26-10 including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was available in the Village Hall, commencing on the 5th day of August, 2025 and will continue for at least 10 days thereafter. Copies of such Ordinance are also available for public inspection upon request in the office of the Village Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said Village for safekeeping, and that I am the lawful custodian and keeper of the same.

Given under my hand and seal of the Village of Johnsburg, this 5th day of August, 2025.



  
Claudett E. Sofiakis, Village Clerk  
Village of Johnsburg,  
McHenry County, Illinois