

ORDINANCE NO: 26-06

ADOPTED ON: 6-1-26

AN ORDINANCE CREATING, ESTABLISHING, AND ADOPTING THE VEHICLE TAKE-HOME POLICY FOR THE VILLAGE OF THORNVILLE POLICE DEPARTMENT

WHEREAS, Council for the Village of Thornville recognizes the importance of ensuring that Village Police Officers have the necessary support and resources to protect the community; and

WHEREAS, the Mayor has recommended the Village of Thornville Police Department have a policy to allow the police chief to utilize Village-owned police vehicles for travel between work-related assignments and his residence; and

WHEREAS, Council for the Village of Thornville believes such policy would not only be in the Village's best interest, but also promote and protect the health, safety, and general welfare of Village residents; and

WHEREAS, Council for the Village of Thornville now wants to create, establish, and adopt a vehicle take-home policy for the Thornville Police Department.

NOW, **THEREFORE, BE IT ORDAINED** by the Council of the Village of Thornville, County of Perry, State of Ohio:

SECTION 1: Council for the Village of Thornville hereby creates, establishes, and adopts the Village of Thornville Police Department Vehicle Take-Home Policy, which is attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2: All prior Ordinances, or any parts thereof, which is/are inconsistent with this Ordinance is/are hereby repealed as to the inconsistent parts thereto.

SECTION 3: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements of the laws of the State of Ohio.

SECTION 4: This Ordinance shall take effect at the earliest time allowed by law.

Passed in Council this 1st day of June, 2026.


Amanda Lackey, Mayor

ATTEST:


Dale Brussee, Council President

APPROVED:

Approved as to form this 1st day of May 2026


Brian M. Zets, Esq.
Village Solicitor



Village of Thornville Police Department Vehicle Take-Home Policy

- 1. Purpose.** The purpose of this policy is to establish uniform standards governing the assignment and operation of Village-owned police vehicles for take-home use.
- 2. Revocation.** Take-home police vehicles are provided for official use and for the benefit of the employee. Take-home privileges are discretionary and may be granted, modified, suspended, or revoked at any time at the mayor's sole discretion.
- 3. Eligibility.** An individual, who is employed by the Village of Thornville and is in good standing with the Police Department, shall be eligible for assignment of a take-home police vehicle, subject to approval by the mayor.
- 4. Requirements.** An individual granted a take-home vehicle privileges shall:
 - a. Acknowledge in writing his / her responsibility to comply with this Policy and all Police Department directives governing the operation, use, and care of Village-owned vehicles.
 - b. Use the take-home vehicle exclusively for travel between his / her residence and authorized work-related assignments, unless otherwise approved by the mayor. Incidental stops for necessities such as meals and fuel are permitted.
 - c. Operate the take-home vehicle in his / her assigned uniform of the day.
 - d. Maintain the take-home vehicle in proper condition and ensure it is suitable for response to any emergencies that may arise. This includes, but is not limited to, ensuring the vehicle has a sufficient fuel level.
 - e. Prevent unauthorized access to the take-home vehicle including its internal devices, firearms, and other equipment that may be stored within the vehicle.
- 5. Damage and Theft.** Any damage to a take-home vehicle, or any theft of Village property from or within the vehicle, shall be reported immediately to the mayor.
- 6. Passengers.** The transportation of civilian passengers in a take-home vehicle is prohibited except when conducted in the course of official duties or when expressly authorized in advance by the mayor.

7. **Discipline.** Violation of this policy may result in disciplinary action consistent with current Police Department procedures, up to and including termination.
8. **Review.** This policy will be reviewed as necessary or as state or federal law is revised and require a change in the terms herein.