

Chapter 22.  
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Article I. City Mayor.

Sec. 22.01. Mayor; election; term of office; chief administrative officer; chair of common council.

The mayor, elected by popular vote for a term of four years, is the chief administrative officer of the city, and chairs of the common council. (Code 1960.)

Sec. 22.02. Duties generally.

It is the duty of the mayor to:

(a) Execute and supervise enforcement of this Code and other ordinances of the city and the laws of the state.

(b) Communicate to the council at least once a year a statement of the finances and general conditions of the city, and other information related to city affairs.

(c) Make such recommendations in writing, by message to the council, as the mayor may deem expedient.

(d) Perform such duties of an executive or administrative character as may be prescribed by law; and exercise general supervision over subordinate officers and be responsible for the efficiency of city government.

(e) Fill by appointment, vacancies for unexpired terms in the offices of the city, except in case of vacancy in the office of mayor or council member.

(f) Appoint the heads and employees of various departments of city government, and such other appointments as may be provided by law or by the ordinances of the city. The mayor appoints the deputies of certain elective officials. The mayor may at any time, suspend or remove from office any or all of such heads of departments or other persons whether appointed by that mayor or by any predecessor.

(g) Sign all bonds, deeds and written contracts of the corporation, and all licenses issued pursuant to law by any department.

(h) Approve or disapprove, within ten days in writing, ordinances passed by the common council. The mayor may veto items of an appropriation or levy measure. A veto may be overridden by a two-thirds vote of the council.

(i) Call monthly meetings of city department heads. The meeting is empowered to adopt rules and regulations for the conduct of affairs of individual departments.

(j) Appoint three persons to check and examine the accounts of each department without notice.

(k) Fix the salaries of certain officials and deputies, subject to approval of the common council.

(l) Issue proclamations commemorating special events, weeks, days, etc. (Code 1960)

Article II. City Clerk-Treasurer

Sec. 22.20. City clerk-treasurer; election term of office.

The city has a clerk-treasurer, elected by popular vote for a four year term. (Code 1960)

Sec. 22.21. Duties generally.

The city clerk-treasurer's duties are:

(a) Keeping a record of the council's proceedings.

(b) Preparing an ordinance book and compilation of ordinances.

(c) Retaining charge of city documents and books.

(d) Retaining the city seal.

(e) Performing all duties required by law for the office of clerk and treasurer. (Code 1960.)

### Article III. City Attorney.

#### Sec. 22.40. City attorney; appointment; compensation.

The head of the department of law is the city attorney, appointed by the mayor. The city attorney's compensation is fixed by the common council. (Code 1960.)

#### Sec. 22.41. Powers and duties generally.

The city attorney or corporation counsel is assigned the following duties and powers:

- (a) Management of the city's law business and of the legal affairs of each department within the city government.
- (b) Prosecution of all violations of this Code or other city ordinance.
- (c) Serve as legal advisor to all city departments.
- (d) Preparation of all cases, ordinances, Contracts and other legal papers for all departments.
- (e) Handling of all city litigation.
- (f) Making all title searches and examining all abstracts necessary to opening or improving streets or other public property.
- (g) Employing of assistants within ordinance limits.
- (h) Instituting all proceedings necessary to protect the rights of the city or the public. (Code 1960.)

### Article IV. City Judge.

#### Sec. 22.60. City judge; office created; duties generally.

There is hereby created in the city, effective January 1st, 1960, the office of city judge, which shall be an elective official of the city and who shall perform the duties of the city judge as such duties are provided for under Indiana Code § 33-35-2. (Code 1960, § 2-6. Ord. No. 14-11, Appendix A, item 6.)

#### Sec. 22.61. Election.

The office of city judge shall be filled by election, by the registered voters of the city.

#### Sec. 22.62. Term of office.

The term of the office of city judge shall be four years. The salary for such office shall be fixed as the annual salary of the other elected officials of the city in conformity with and pursuant to state law. (Code 1960, § 2-8.)