

AN ORDINANCE RELATIVE TO THE appointment of officers and standing committees, and defining their duties.

Passed May 10th, 1899.

The Village of Camden ordains:

Section 1. The second Monday of April in each year, the president shall, by and with the consent of the council, appoint the following officers, who shall hold their respective offices until the second Monday of April next succeeding such appointment and until their successors are appointed and have qualified: One marshal, one street commissioner, one village attorney, one health officer and so many policemen and watchmen as may be deemed necessary.

Section 2. The duties of the marshal and street commissioner shall be such as are defined in the general act providing for the incorporation of villages within the state of Michigan.

Section 3. It shall be the duty of the village attorney to attend the meetings of the council when requested and to render to the council and village officers such legal advice and opinion as may be requested, to represent the village in all litigation, and to perform such other legal services as may be required by the council.

Section 4. The health officer shall perform such duties as are required of like officers under the laws of this state or which may be required by resolution or ordinance of the council.

Section 5. The policemen shall perform such duties as may be required of them by law, or by the order of the council, or by the marshal.

Section 6. The president shall also, the 2nd Monday of April in each year, by and with the consent of the council, appoint the following standing committees of the council from the trustees then holding office: Committee on finance; committee on streets, sidewalks and crossings; committee on fire department and public buildings; committee on street lighting.

Section 7. The said standing committees shall each be composed of three trustees, who shall serve on their respective committees until the second Monday of April next after their appointment and until their successors are appointed and confirmed; provided, that the committee on finance may be composed of two trustees; and also provided, that in case the term of office of any trustee shall terminate, or his office for any reason become vacant previous to the second Monday of April next after his appointment, he shall, at the time of the said expiration of his term of office, or of vacating his office, forfeit membership in all standing committees, which vacancy shall be filled at the next regular meeting of the council by appointment as aforesaid.

Section 8. The committee on finance shall audit all accounts presented to the council for allowance and report the same to the council, and shall, the fourth Monday of February in each year, audit and settle the accounts of the clerk, treasurer and other officers and make report thereof to the council.

Section 9. The committee on streets and crossings shall, on or before the second Monday in May in each year, make a careful examination of the streets, crossings and bridges within the village, and shall submit to the council a written report of the condition thereof, recommending such repairs and improvements as they deem necessary. The said committee shall have general direction and supervision of all such bridges, drains, culverts and sewers within the village as may be ordered by the council, and all labor performed by, or under the supervision of, the street commissioner shall be subject to the direction and supervision of the said committee; provided, that where the estimated cost of any labor, repair or improvement, as aforesaid shall not exceed \$20, the said committee may cause the same to be made or performed without order of the council.

Section 10. The committee on fire department and public buildings shall have general supervision of the fire department, fire apparatus, reservoirs and public buildings, and shall, from time to time, make such recommendations in relation thereto as may seem proper and necessary and shall, at least once during every three months, make a careful examination of the fire-reservoirs and water supply, and make a full report thereof, and shall perform such other services as may be required by the council.

Section 11. It shall be the duty of the committee on sidewalks to promptly report to the council all sidewalks which are in dangerous or unsafe condition, with their recommendations in relation thereto, and shall have charge and supervision of all construction or repair of all sidewalks maintained by the village and of all sidewalks ordered by the council to be repaired or constructed.

Section 12. It shall be the duty of each and every standing committee mentioned in this ordinance to file with the village clerk, the second Monday in each month, a written report, giving an exact statement of all labor performed by them or under their supervision and the charges therefor, the amount of material used, and the expense thereof, and the street or place where such material was used or labor performed and further showing the items and purpose of all expenses incurred since their last preceding report; provided, that the committee on streets and crossings shall not be required to make report of any such material or labor which, under their direction, may have been used or performed by or under the supervision of the street commissioner and which has been by him reported to the council. The said reports shall be transmitted by the clerk to the council at the next regular meeting.

Section 13. It shall be the duty of every officer of the village to promptly pay over to the village treasurer any moneys that may come into their hands, belonging to the village. Any officer violating the provisions of this section shall, in every case, after demand of said moneys, under an order of council, be liable to a penalty of twenty per cent on the amount of moneys improperly used or withheld by him, to be recovered in an action of debt or assumpsit, before any court having jurisdiction of the same.

Section 14. This ordinance shall take effect June 1st, 1899.

H. H. Houtz, clerk.

C. A. Burroughs, President.

Printed by authority.