

TITLE 1

ADMINISTRATION, OFFICERS, AND PERSONNEL<sup>1</sup>

CHAPTER

1. BOARD OF MAYOR AND ALDERMEN.
2. MAYOR.
3. RECORDER.
4. POLICE AND ARREST.
5. CITY COURT.

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<sup>1</sup>Cross references

Charter

See the charter index, the charter itself and footnote references to the charter in the front of this code.

This Code

Building, plumbing, electrical and gas inspectors: title 4.

Fire department: title 7.

Utilities: title 13.

Wastewater treatment: title 13.

Zoning: title 11.

## CHAPTER 1

BOARD OF MAYOR AND ALDERMEN<sup>1</sup>

## SECTION

1-101. Time and place of regular meetings.

1-102. Order of business.

1-103. General rules of order.

1-101. Time and place of regular meetings. The board of mayor and aldermen shall hold regular monthly meetings at 7:00 P.M. on the second Monday of each month at the City Hall (Library). (Ord. No. 1, modified)

1-102. Order of business. At each meeting of the board of mayor and aldermen, the following regular order of business shall be observed unless dispensed with by a majority vote of the members present:

- (1) Call to order by the mayor.
- (2) Roll call by the recorder.
- (3) Reading of minutes of the previous meeting by the recorder, and approval or correction.
- (4) Grievances from citizens.
- (5) Communications from the mayor.

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<sup>1</sup>Charter references

For charter provisions related to the board of mayor and aldermen, see Tennessee Code Annotated, title 6, chapter 1 through 3. For specific charter provisions on the following subjects related to the board of mayor and aldermen, see the sections indicated.

Conflicts of interest: 6-2-402.

Compensation: 6-2-401.

Election: 6-1-401.

Oath: 6-1-401.

Ordinance procedure

Publication: 6-2-102.

Readings: 6-2-308.

Residence requirement: 6-1-402.

Restrictions on expenditures: 6-2-301 through 6-2-303.

Taxation: 6-2-301.

Terms of office: 6-1-403.

Vacancies in office: 6-1-405.

Vice Mayor: 6-1-405.

- (6) Reports from committees, members of the board of mayor and aldermen, and other officers.
- (7) Old business.
- (8) New business.
- (9) Adjournment. (Ord. No. 1)

1-103. General rules of order. The rules of order and parliamentary procedure contained in Robert's Rules of Order, Revised, shall govern the transaction of business by and before the board of mayor and aldermen at its meetings in all cases to which they are applicable and in which they are not inconsistent with provisions of the charter or this code. (Ord. No. 1)

## CHAPTER 2

MAYOR<sup>1</sup>

## SECTION

1-201. Generally supervises city's affairs.

1-202. Executes city's contracts.

1-201. Generally supervises city's affairs. The mayor shall have general supervision of all city affairs and may require such reports from the officers and employees as he may reasonably deem necessary to carry out his executive responsibilities. (Ord. No. 1)

1-202. Executes city's contracts. The mayor shall execute all contracts as authorized by the board of mayor and aldermen. (Ord. No. 1)

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<sup>1</sup>Charter references

For charter provisions related to the mayor, see Tennessee Code Annotated, Title 6, Chapters 1 through 3. For specific charter provisions on the following subject related to the mayor, see the section indicated:

Conflicts of interest: 6-2-401.

Compensation: 6-2-401.

Election: 6-1-401.

Oath: 6-1-404.

Powers and duties: 6-1-406.

Residence requirements: 6-1-402.

Term of office: 6-1-403.

Vacancy in office: 6-1-405.

## CHAPTER 3

RECORDER<sup>1</sup>

## SECTION

1-301. To be bonded.

1-302. To keep minutes, etc.

1-303. To perform general administrative duties, etc.

1-301. To be bonded. The recorder shall be bonded in such sum as may be fixed by, and with such surety as may be acceptable to, the board of mayor and aldermen.

1-302. To keep minutes, etc. The recorder shall keep the minutes of all meetings of the board of mayor and aldermen and shall preserve the original copy of all ordinances in a separate ordinance book. (Ord. No. 1)

1-303. To perform general administrative duties, etc. The recorder shall perform all administrative duties for the board of mayor and aldermen and for the city which are not assigned by the charter, this code, or the board of mayor and aldermen to another corporate officer. He shall also have custody of and be responsible for maintaining all corporate bonds, records, and papers. (Ord. No. 1)

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<sup>1</sup>Charter references

The only charter provisions which directly mention the recorder are contained in the following sections of Tennessee Code Annotated:

Judicial functions: 6-2-403.

Signs warrants drawn on treasury: 6-1-406.

## CHAPTER 4

POLICE AND ARREST

## SECTION

1-401. County sheriff's department to enforce municipal ordinances.

1-401. County sheriff's department to enforce municipal ordinances. The Sheriff's Department of Loudon County shall enforce the municipal ordinances of the city according to the terms of the agreement entered into between the city and the County of Loudon, the Sheriff's Department of the County of Loudon, and the Loudon County Court of General Sessions, pursuant to Tennessee Code Annotated, sections 8-8-201(34), 12-9-104 and 16-15-501.<sup>1</sup>

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<sup>1</sup>The agreement is of record in the office of the city recorder.

## CHAPTER 5

CITY COURT

## SECTION

1-501. County sessions court to try municipal ordinance violation cases.

1-501. County sessions court to try municipal ordinance violation cases. The Loudon County Court of General Sessions shall hear and dispose of municipal ordinance violation cases according to the terms of the agreement entered into between the city and the County of Loudon, the Sheriff's Department of Loudon County and the Loudon County Court of General Sessions, pursuant to Tennessee Code Annotated, sections 8-8-201(34), 12-9-104 and 16-15-501.<sup>1</sup>

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<sup>1</sup>The agreement is of record in the office of the city recorder.