

## TITLE 1

GENERAL ADMINISTRATION<sup>1</sup>

## CHAPTER

1. CITY COUNCIL.
2. MAYOR.
3. RECORDER.
4. CITY ATTORNEY.

## CHAPTER 1

CITY COUNCIL<sup>2</sup>

## SECTION

- 1-101. Time and place of regular meetings.
- 1-102. Order of business.
- 1-103. General rules of order.
- 1-104. Passage of ordinances and resolutions.
- 1-105. Salary of aldermen.

1-101. Time and place of regular meetings. The city council shall hold regular monthly meetings at 7:00 P.M. on the second and fourth Monday nights of each month at the Dyer City Hall at 235 South Royal Street. A regular meeting of the city council may, in the alternative, be held at such place within the City of Dyer as the mayor may designate provided at least three (3) days notice of such location change is given to each alderman by personal notification,

<sup>1</sup>Charter references

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

## Municipal code references

Building and plumbing inspectors: title 12.  
 Public safety department: title 20, chapter 2.  
 Utilities: titles 18 and 19.  
 Wastewater treatment: title 18.  
 Zoning: title 14.

<sup>2</sup>Charter references

Compensation: art. II, § 3.  
 Powers: art. II, § 4.  
 Quorum: art. II, § 4.  
 Term of office: art. IV, § 1.

and to the public by posting notice on the front door of the city hall, no later than 5:00 P.M. on the third day preceding the regular board meeting in question. The mayor may designate a time at which said meeting is to be convened provided notice of such time change is given as specified in the preceding sentence. Such a change in time or location shall apply only to the meeting specified in said notice. (1983 Code, § 1-101, as amended by Ord. 93-45, July 1993, and replaced by Ord. #99-101, April 1999)

1-102. Order of business. At each meeting of the city council, 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.
- (6) Reports from committees, members of the city council, and other officers.
- (7) Old business.
- (8) New business.
- (9) Adjournment. (1983 Code, § 1-102)

1-103. General rules of order. The rules of order and parliamentary procedure contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the transaction of business by and before the city council 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. (1983 Code, § 1-103, as amended by Ord. # 95-67, Oct. 1995)

1-104. Passage of ordinances and resolutions. Ordinances shall be introduced in written form and shall be passed on two (2) separate readings and there shall be no more than one (1) reading on any one (1) day. An ordinance may receive first reading upon its introduction. Ordinances shall take effect upon final reading, adoption and signed by the mayor unless a different effective date is designated in the ordinance.

Resolutions shall be introduced in written form and shall become effective on one (1) reading. (Ord. #95-60, Feb. 1995)

1-105. Salary of aldermen. Effective July 1, 1987, the salary of aldermen shall be \$50.00 per month. (1983 Code, § 1-105)

## CHAPTER 2

MAYOR<sup>1</sup>

## SECTION

1-201. Generally supervises city's affairs.

1-202. Salary and expense allowance.

1-201. Generally supervises city's affairs. The mayor shall have general supervision of all municipal affairs. (1983 Code, § 1-201)

1-202. Salary and expense allowance. Effective July 1, 1987, the salary of the mayor shall be \$500.00 per month and his expense allowance shall be \$300.00 per month. (1983 Code, § 1-202, as amended by Ord. #91-38, July 1991)

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<sup>1</sup>Charter references

Compensation: art. II, § 3 and art. III, § 9.

Term of office: art. IV, § 1.

Vacancy in office: art. III, § 7.

## CHAPTER 3

RECORDER<sup>1</sup>

## SECTION

1-301. Performs general administrative duties, etc.

1-302. To work with cemetery association.

1-301. Performs general administrative duties, etc. The recorder shall perform all administrative duties for the city council and for the city which are not expressly assigned by the charter, this code, or the city council to another corporate officer. He shall also have custody of and be responsible for maintaining all corporate bonds, records, and papers in such fireproof vault or safe as the city shall provide. (1983 Code, § 1-301)

1-302. To work with cemetery association. The recorder shall keep the books for the Oakwood Cemetery Association and perform such other reasonable duties as may be required of him by the association. (1983 Code, § 1-302)

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<sup>1</sup>Charter references

Bond required: art. III, § 12.

Compensation: art. III, § 13.

Duties: art. III, § 14.

## CHAPTER 4

CITY ATTORNEY

## SECTION

1-401. Board of mayor and aldermen and industrial board to have separate attorneys.

1-401. Board of mayor and aldermen and industrial board to have separate attorneys. The attorney for the City of Dyer Board of Mayor and Aldermen and the attorney for the City of Dyer Industrial Board shall be separate individuals selected from separate practices, without alliances. (Ord. #95-65, June 1995)