

AN ORDINANCE AMENDING
SECTIONS 1-2-10(D), 1-2-12, 1-2-13, 1-2-14, and 1-2-18(R)
OF THE REVISED CODE OF ORDINANCES
OF THE CITY OF NOKOMIS, ILLINOIS

Be it ordained by the City Council of the City of Nokomis, Illinois, that:

Sections 1-2-10(D), 1-2-12, 1-2-13, 1-2-14, and 1-2-18(R) of the Revised Code of Ordinances of the City of Nokomis are amended as follows:

1-2-10 DEPARTMENT OF PUBLIC AFFAIRS.

(D) **Departments and Officers.** The Mayor is assigned the City Attorney, the City Engineer, the City Clerk, the Chief of Police and all property and apparatus belonging thereto. He shall have control, management, direction and supervision of the City Hall. He shall have charge of the furniture and fixtures in the City Hall, not otherwise assigned to or used by some other department. He shall have control, management, direction and supervision of the custodians, janitors, elevator operators and watchmen of the City Hall. He shall have control and supervision over all public service utilities and all persons, firms or corporations rendering service in the City under any franchise, contract, license or grant. He shall be in charge of all City elections. **(Ord. No. 858; 06-14-99)**

1-2-12 DEPARTMENT OF PUBLIC HEALTH AND SAFETY.

(A) **Commissioner's Duties.** The Commissioner of Public Health and Safety shall take charge of all public buildings, and other improvements, and of the repair thereof when such public buildings, other improvements and repair thereof are not otherwise assigned.

He shall have charge of and supervision over any public hazards or objects or situations that could become a threat to public health and safety. He shall also periodically inspect and review all safety signs and determine their effectiveness.

(B) **Departments and Officers.** The Chief of the Fire Department and all firemen, property and apparatus used in the fire department, until such time that the fire district has taken over all functions, the fire alarm system, all fire stations, engine houses, are all distributed and assigned to the Department of Public Health and Safety.

The Dog Catcher and all equipment are also assigned to the department.

1-2-13 DEPARTMENT OF STREETS AND PUBLIC IMPROVEMENTS.

(A) **Commissioner's Duties.** The Commissioner of Streets and Public Improvements shall be Superintendent of the Department of Streets and Public Improvements, and shall have charge, control and supervision of all public work, the cleaning and sprinkling of streets and public places, the erection and reconstruction of all street improvements, sidewalks, sewers, bridges and viaducts.

He shall have control and supervision over all dumping grounds and dumps.

He shall have control, management, direction and supervision of the lighting of streets and alleys, of public grounds and buildings, and of all lamps, lights, lighting materials and persons charged with the care thereof.

He shall service the mowing and cleaning of all streets, alleys and vacant lots within the City. He shall supervise cutting and trimming of trees, when necessary, within the City; the cleaning of all ditches within the City; and the removal of snow, when necessary. He shall also have authority to supervise the general maintenance of all vacant lots and city property, not otherwise designated in this section to any other department. He shall have control and supervision of the maintenance of all equipment and the buildings housing the equipment within the City, except as otherwise provided in this section. (Ord. No. 666; 04-12-76)

(B) **Departments and Officers.** The Superintendent of Streets, their respective offices or departments and all officers, assistants and employees therein, and all property and apparatus of the respective officers, offices or departments are assigned to the Department of Streets and Public Improvements and shall be under the supervision and direction of the Commissioner thereof.

1-12-14 DEPARTMENT OF PUBLIC PROPERTY.

(A) **Commissioner's Duties.** The Commissioner of Public Property shall be Superintendent of the Department of Public Property and shall have charge, control and supervision of and shall manage the Water System and the Sewer System of the City with all the lands, rights-of-way, pumping works, wells, machinery, sewer mains, hydrants, meters, water rents and the collection thereof, liens, apparatus, property and effects of every kind appertaining to the utility systems.

(B) **Departments and Officers.** The Superintendent of Waterworks, Superintendent of Storm Sewers, the Collector of Water and Sewer Rates, their respective offices or departments, the Department of Waterworks, the Department of Sewer Works, and all officers, assistants and employees of the same or connected with the same, and shall be under the supervision and direction of the Commissioner thereof. (Ord. No. 666; 04-12-76)

1-2-18 DUTIES AS CITY CLERK.

(R) **Bookkeeping; Payroll.** The Treasurer shall keep his books and accounts in such a manner as to show with accuracy all monies received and disbursed by him for the City, stating from whom and on what account received, and to whom and on what account paid out, and in such a way that the books and accounts may be readily investigated and understood, and the books and accounts and all files and papers of his office shall be, at all times, open to examination by the Mayor or the Department of Accounts and Finances of the Council.

The City Clerk shall prepare the City payroll for all persons who come under appropriations for salaries.

Passed by a majority vote of the members of the City Council and approved by the Mayor of the City of Nokomis, Illinois on this 29th day of MAY, 2003.



KEITH HANCOCK, Mayor

(CORPORATE SEAL)

ATTEST:



PAMELA BURDZILAUSKAS, City Clerk

STATE OF ILLINOIS)
) SS
MONTGOMERY COUNTY)

CERTIFICATION

I, PAMELA J. BURDZILAUSKAS, certify that I am the duly appointed and acting City Clerk of the City of Nokomis, Montgomery County, Illinois.

I further certify that on MAY 29 , 20 03 the City Council of such municipality passed and approved Ordinance No. 904 , which provided by its terms that it should be published in pamphlet form.

The pamphlet form of Ordinance No. 904 , including the Ordinance and a cover sheet thereof, was prepared and posted in the Municipal Complex commencing on MAY 30 , 20 03 , and continuing for at least ten days thereafter. Copies of such Ordinance were also available for public inspection upon request to the City Clerk.

Dated at Nokomis, Illinois, this 30th day of MAY , 20 03 .


PAMELA BURDZILAUSKAS, City Clerk