

CITY OF GARRETT, INDIANA CODE OF ORDINANCES

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CHAPTER 31: OFFICERS AND EMPLOYEES

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GENERAL PROVISIONS

§ 31.01 MILEAGE ALLOWANCE.

- a. If it is necessary and expedient that the Mayor, City Councilmembers, Clerk-Treasurer, City Attorney and city employees shall use their personal automobiles in the carrying out of the duties of their respective offices, such city officials shall be repaid for the use of a personal automobile.
- b. For the use of such personal automobile in the carrying out of the official duties of the city officials as above enumerated, the city officials and employees shall be allowed the sum per mile for the use of such personal automobile as is allowed by the state for state employees.
- c. Claim for such usage shall be submitted by officials and employees upon appropriate forms with the Clerk-Treasurer, such claims showing the purpose for which the personal automobile was used, the miles driven, the date of usage and should also set forth the total amount claimed. The claims shall be filed at least once each month if any such personal usage has occurred during each preceding month.

('79 Code, ' 2-30) (Ord. passed 11-19-74; Am. Ord. 3-6-85)

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CLERK-TREASURER

§ 31.15 OFFICE OF CLERK-TREASURER.

The offices of City Clerk and City Treasurer are hereby consolidated and shall be known

as Clerk-Treasurer and shall be held by one person, individually.

('79 Code, ' 2-29) (Ord. 37, passed - -33)

Cross-reference:

City Clerk-Treasurer serves as Violations Clerk, see ' 35.02

§ 31.16 CLERK OF THE COUNCIL.

The Clerk-Treasurer shall be the Clerk of the Council and shall perform the duties prescribed by IC 36-4-6-9, and such other duties as the Council may direct.

('79 Code, ' 2-17) (Ord. 37, passed 8-30-82)

CODE ENFORCEMENT AND SAFETY OFFICER

§ 31.20 POSITION CREATED.

The position of Code Enforcement and Safety Officer is created effective June 2001. The Code Enforcement and Safety Officer shall have those duties and responsibilities as contained in the job description and as otherwise properly assigned to and conferred upon the position.

(Ord. 2004-1, passed 1-6-04)