

ORDINANCE NUMBER NO. 02-2007

**AN ORDINANCE AMENDING THE DUTIES OF THE OFFICES OF
RECORDER AND TREASURER; SETTING FORTH THE SALARY OF
RECORDER TREASURER; AND FOR
OTHER PURPOSES**

**NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE
CITY OF AUSTIN, ARKANSAS:**

Section One. The offices of Recorder and Treasurer have been and shall continue to be combined into a single office under the authority of Arkansas Code Annotated 14-44-114.

Section Two. In addition to the duties specifically established by Arkansas Code and the Arkansas Constitution, the recorder/ treasurer shall perform the following duties:

1. Have the custody of all the laws and ordinances of the city;
2. Keep a regular and correct journal of the proceedings of the city council;
3. Arranging the publication of official duties such as request for bids, conducting of public hearings, ordinances, elections and so;
4. Perform the functions of a magistrate during the disability or absence of the mayor, with all the power and jurisdiction of the mayor, to all intents and purposes whatever.
5. maintain and supervise the financial records of the City, to include but not limited to signing checks and authorizing other disbursements for City accounts.

Section Three. The Recorder/ Treasurer shall receive the salary as Recorder/ Treasurer of \$ 100.00 per month.

Section Four. All ordinances or part of ordinances in conflict with this Ordinance are hereby repealed.

Section Five. An Emergency is hereby declared to exist in that it shall become effective immediately upon passage of this ordinance.

PASSED: Feb 26, 2007.

APPROVED:

Bernice Chantak
Mayor