

ORDINANCE NO. 022-04

AN ORDINANCE AMENDING SECTION 2.20.010 OF THE LAUREL MUNICIPAL CODE RELATING TO THE CITY COURT CLERK FOR THE CITY OF LAUREL

WHEREAS, the City Council desires to keep the Laurel Municipal Code current by modifying and updating chapters, sections and subsections to address situations and problems within the City and to remain in accordance with Montana law; and

WHEREAS, City Staff prepared, reviewed, and approved the following amendments to the existing LMC § 2.20.010 (City Court Clerk – Office Created) as noted herein and hereby recommends the same to the City Council for their full approval.

**2.20.010 Office ~~C~~reated—Duties and ~~R~~requirements.**

A. There is created the position office of ~~city~~ Clerk of Ceourt. The Clerk of Ceourt shall be appointed by the city judge, hired, supervised, and managed by the City, subject to all terms and conditions of the City Court Clerk employment position.

B. It shall be the duty of the Clerk of Ceourt to perform all duties as required by law and the Rules of the Ceity Ceourt.

C. Before entering upon the duties of office, the Clerk of Ceourt shall take the oath prescribed by Art. III, Section 3 of the Montana Constitution. ~~law for all city officers.~~

~~D. The clerk of court's term of office shall be the same as is provided by law and ordinance for the city judge, and until a successor is appointed.~~

D. The City shall set the salary of the Clerk of Court.

E. The Clerk of Court may certify any records or documents of the City Court, and may act for the city court as permitted by law or rules of the city court.

F. The Clerk of Court will establish, maintain, retain, and administer all Court records by means of paper or electronic filing and storage or both. The Clerk of Court will assist the City Court Judge in the recording and signing of court proceedings as well as general operations of the Court.

~~F. The salary of the clerk of court shall be set by resolution of the city council.~~

~~G. The clerk of court is a part time position with a thirty-hour work week.~~

(Ord. 890, 1986: Ord. 825 §§ 1—7, 1985: prior code § 2.16.130)

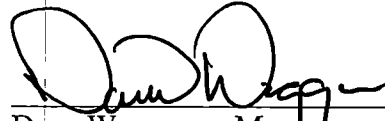
This Ordinance shall become effective thirty (30) days after final passage by the City Council and approved by the Mayor.

Introduced and passed on first reading at a regular meeting of the City Council on the 13<sup>th</sup> day of September 2022, upon Motion by Council Member Mountsier.

PASSED and ADOPTED by the Laurel City Council on second reading on the 27<sup>th</sup> day of September 2022, upon Motion by Council Member Klose.

APPROVED BY THE MAYOR on the 27<sup>th</sup> day of September 2022.

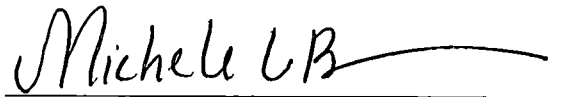
CITY OF LAUREL

  
Dave Waggoner, Mayor

ATTEST:

  
Kelly Strecker, Clerk-Treasurer

APPROVED AS TO FORM:

  
Michele L. Braukmann, Civil City Attorney

