

ORDINANCE NO. 325

AN ORDINANCE OF THE BOROUGH OF MONROEVILLE AMENDING ORDINANCE NO. 178 ENTITLED AN ORDINANCE ESTABLISHING RULES GOVERNING THE FUNCTIONS OF THE COUNCIL OF THE BOROUGH OF MONROEVILLE, AND THE COMMITTEES THEREOF.

BE IT ORDAINED AND ENACTED by the Borough of Monroeville in Council assembled, and it is hereby ordained and enacted by authority of the same.

SECTION 1. Section 1 of Ordinance No. 178 of the Borough of Monroeville entitled "An Ordinance Establishing Rules Governing the Functions of the Council of the Borough of Monroeville, and the Committees thereof" is hereby amended to read as follows:

Rule 1. Regular meetings of the Borough Council shall be held on the second Thursday Evening of each calendar month at the hour of 8 P.M. in the Council Chambers of the Municipal Building. Any regular meeting falling upon a regular legal holiday shall be held on the third Thursday Evening of the calendar month at the same time and place.

SECTION 2. Rule 7 of Section 1 of said Ordinance No. 178 is hereby amended to read as follows:

Rule 7. The business of the Council shall be conducted according to an agenda prepared by the Borough Manager and President of Council.

SECTION 3. Rule 8 of Section 1 of said Ordinance No. 178 is hereby repealed in its entirety.

SECTION 4. Rule 10 of Section 1 of said Ordinance No. 178 is hereby amended to read as follows:

Rule 10. Committees and Committee Chairmen shall be appointed by the President of Council. The President of Council shall have authority from time to time to change the personnel or chairmen of the Committees, as he shall deem it advisable, and for the best interests of the Borough.

SECTION 5. Rule 11 of Section 1 of said Ordinance No. 178 is hereby amended to read as follows:

The President of Council and the Chairman of the Finance Committee shall each be an ex officio member, without vote, of all standing Committees of Council. The standing Committees shall be as follows:

1. Finance, Administration and Ordinances.
2. Public Safety and Permits.
3. Borough Property.
4. Streets and Storm Sewers.

- 5. Sanitary Sewers
- 6. Delinquent Taxes, Claims and Income.
- 7. Water, Lights and Utilities.

SECTION 6. Rule 14 of Section 1 of said Ordinance No. 178 is hereby amended to read as follows:

Rule 14a. The FINANCE, ADMINISTRATION AND ORDINANCE COMMITTEE shall, inter alia, have the following duties:  
 It shall have charge of all the financial affairs of the Borough.  
 It shall prepare monthly and annual financial statements.  
 It shall prepare and submit the tentative annual budget as required by law.  
 It shall have charge of all matters of insurance of performance and fidelity bonds and similarly related matters.  
 It shall have charge of investigating all matters pertaining to personnel of the Borough.  
 It shall, in cooperation with the Borough Manager, establish administrative policy and administrative regulations and procedures for the Borough.  
 It shall be charged with the orderly keeping of the Ordinances and Ordinance Books of the Borough.

Rule 14b. The PUBLIC SAFETY AND PERMITS COMMITTEE shall, inter alia, have the following duties:  
 It shall be responsible for and have supervision over all matters pertaining to the administration of the Police Department, except as to those matters which are delegated specifically to the Mayor by law.  
 It shall make recommendations to Council for the regulation of traffic in the Borough.  
 It shall be responsible for and have supervision over all matters pertaining to Fire Departments within the Borough, and to fire protection generally.  
 It shall, when requested by the Borough Manager, review applications for licenses or permits of any sort that may be issued by the Borough.  
 It shall recommend procedure and regulations for the handling and issuance of such licenses or permits.

Rule 14c. The BOROUGH PROPERTY COMMITTEE shall, inter alia, have the following duties:  
 It shall be responsible for and have supervision over all matters pertaining to buildings, lands and other property owned by the Borough.  
 It shall be in charge of all matters relating to parks and play grounds owned, supervised or equipped by the Borough.

Rule 14d. The STREETS AND STORM SEWERS COMMITTEE shall, inter alia, have the following duties:

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It shall be responsible for and have supervision over all matters pertaining to the construction, maintenance and repair of all public streets, sidewalks, bridges and storm sewers within the Borough.

Rule 14e. The SANITARY SEWERS COMMITTEE shall, inter alia, have the following duties:

It shall be responsible for and have supervision over all matters pertaining to the construction, maintenance and repair of all sanitary sewers and appliances and sewage treatment plants within the Borough.

Rule 14f. The DELINQUENT TAXES, CLAIMS AND INCOME COMMITTEE shall, inter alia, have the following duties:

It shall be responsible for and have supervision over all matters pertaining to the collection, filing and recording of all delinquent and liened taxes insofar as these duties are not performed by the Tax Collector or a Municipal Tax Record Service.

It shall be responsible for and have supervision over the collection, filing, recording and liening of all municipal claims of the Borough.

It shall be responsible for and shall account for all other delinquent claims of the Borough.

Rule 14g. The WATER, LIGHTS AND UTILITIES COMMITTEE shall, inter alia, have the following duties:

It shall be responsible for and have supervision over all matters pertaining to the Monroeville Water Authority and to all public utilities offering services within the Borough.

Rule 14h. All STANDING COMMITTEES shall have such further duties as shall be assigned to them by the President of Council.

Rule 14i. Council may, by a majority vote of those present, resolve itself into a Committee of the Whole, to discuss and act upon any matter of Borough business, as it may deem necessary or advisable.

SECTION 7. Rule 21 of Section 1 of said Ordinance No. 178 is hereby repealed in its entirety.

SECTION 8. Any Ordinance or part of Ordinance in conflict with this Ordinance is hereby repealed to the extent of such conflict.

ORDAINED AND ENACTED into law in Council this 30th day of January, 1962.

ATTEST:

S/A.H.Curtis,  
Secretary

BOROUGH OF MONROEVILLE

By S/A.O.Strathern  
President of Council

EXAMINED AND APPROVED BY me this 30th day of January, 1962.

S/John J. Duncan, Mayor