

Title XVII Chapter 32 Departments, Boards, and Commissions

Boards and Commissions

170.32.02 Planning Commission

The Planning Commission shall consist of five (5) members.

170.32.05 Park Board

The Park Board shall consist of five (5) members.

170.32.10 Golf Board

The Golf Board shall consist of five (5) members, who shall be resident freeholders of the City and shall be appointed by the Governing Body. The members of the board shall serve a one (1) year term of office, unless reappointed. The Board shall serve without compensation and may be required, at the discretion of the Governing Body, to give a bond in a sum set by resolution of the Governing Body, and conditioned upon the faithful performance of their duties.

At the time of the Board's first meeting in January of each year, the Board shall organize by selecting from their number a Chairman and a Secretary. No member of the Board shall serve in the capacity of both the Chairperson and Secretary. No member of the Governing Body shall serve as a member of the Golf Board while serving a term of office as a member of the Governing Body. The term of the Chairperson and Secretary shall be one (1) year, and they shall be eligible for reelection. It shall be the duty of the Secretary to keep the full and correct minutes and records of all meetings, and to file the same with the Municipal Clerk where they shall be available for public inspection at any reasonable time. A majority of the Board members shall constitute a quorum for the transaction of business. The Board shall hold at least one regular meeting each month.

All accounts against such Golf Fund shall be audited. Warrants against such Golf Fund shall be approved by the Chairman and paid by the City Treasurer out of such fund.

It shall be the duty of the Board to have general charge of the Elkhorn Acres Golf Course. The Board shall establish appropriate rules and regulations for the management, care and use of the same. A copy of all rules and regulations shall be filed with the City Clerk. All actions of the Board shall be subject to the review and supervision of the Mayor and City Council. All employees of the Municipality doing work in and for the Municipal Golf Course shall be under the supervision and direction of the Golf Board.

The Board shall be responsible for making such reports and performing such other duties as the Governing Body may, from time to time, designate.

170.32.11 Nursing Home Board

The Nursing Home Board shall consist of five (5) members, who shall be resident freeholders of the City and shall be appointed by the Governing Body. The members of the board shall serve a five (5) year term of office, unless reappointed, except that one member

of the first Board shall serve for the term of one (1) year, one for the term of two (2) years, one for the term of three (3) years, one for the term of four (4) years, and one for the term of five (5) years. All members shall hold office until their successors are appointed. In the event that a vacancy shall occur during the term of any member, his / her successor shall be appointed for the unexpired portion of the term. The Board shall serve without compensation and may be required, at the discretion of the Governing Body, to give a bond in a sum set by resolution of the Governing Body, and conditioned upon the faithful performance of their duties.

At the time of the Board's first meeting in January of each year, the Board shall organize by selecting from their number a Chairman and a Secretary. No member of the Board shall serve in the capacity of both the Chairperson and the Secretary. No member of the Governing Body shall serve as a member of the Nursing Home Board while serving a term of office as a member of the Governing Body. The term of the Chairperson and Secretary shall be one (1) year, and they shall be eligible for reelection. It shall be the duty of the Secretary to keep the full and correct minutes and records of all meetings, and to file the same with the Municipal Clerk where they shall be available for public inspection at any reasonable time. A majority of the Board members shall constitute a quorum for the transaction of business. The Board shall hold at least one regular meeting each month.

All accounts against the Nursing Home Fund shall be audited. Warrants against such Nursing Home Funds shall be approved by the Chairman and paid by the City Treasurer out of such fund.

It shall be the duty of the Board to have general charge of the Stanton Nursing Home. The Board shall establish appropriate rules and regulations for the management, care and use of the same. A copy of all rules and regulations shall be filed with the City Clerk. All actions of the Board shall be subject to the review and supervision of the Mayor and City Council. All employees of the Municipality doing work in and for the Stanton Nursing Home shall be under the supervision of the Nursing Home Administrator and direction of the Nursing Home Board.

The Board shall be responsible for making such reports and performing such other duties as the Governing Body may, from time to time, designate.

170.32.12 Tree Board

The Tree Board shall consist of five (5) members, who shall be resident freeholders of the City and shall be appointed by the Governing Body. The members of the board shall serve a three (3) year term of office, unless reappointed, except that one member of the first Board shall serve for the term of one (1) year, two for the term of two (2) years, and two for the term of three (3) years. All members shall hold office until their successors are appointed. In the event that a vacancy shall occur during the term of any member, his / her successor shall be appointed for the unexpired portion of the term. The Board shall serve without compensation and may be required, at the discretion of the Governing Body, to give a bond in a sum set by resolution of the Governing Body, and conditioned upon the faithful performance of their duties.

At the time of the Board's first meeting in January of each year, the Board shall organize by selecting from their number a Chairman and a Secretary. No member of the Board shall serve in the capacity of both the Chairperson and the Secretary. No member of

the Governing Body shall serve as a member of the Tree Home Board while serving a term of office as a member of the Governing Body. The term of the Chairperson and Secretary shall be one (1) year, and they shall be eligible for reelection. It shall be the duty of the Secretary to keep the full and correct minutes and records of all meetings, and to file the same with the Municipal Clerk where they shall be available for public inspection at any reasonable time. A majority of the Board members shall constitute a quorum for the transaction of business. The Board shall hold at least one regular meeting each month.

It shall be the duty of the Board to study, investigate, counsel and develop a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in the parks, along streets and in other public areas. Such plan will be presented annually to the City Council and upon their acceptance and approval shall constitute the official comprehensive tree plan for the City of Stanton. A copy of all rules and regulations shall be filed with the City Clerk. The Board, when requested by the City Council, shall consider, investigate, make finding, report and recommend upon any special matter or question coming within the scope of its work. All actions of the Board shall be subject to the review and supervision of the Mayor and City Council.

It shall be unlawful for any person to prevent, delay or interfere with the Tree Board or any of its agents while engaging in and about the planting, cultivating, mulching, pruning, spraying, or removing of any street trees, park trees or trees on private grounds, as authorized in this ordinance.

The Board shall be responsible for making such reports and performing such other duties as the Governing Body may, from time to time, designate. The City Council shall have the right to review the conduct, acts and decisions of the Tree Board. Any person may appeal from any ruling or order of the Tree Board to the City Council who may hear the matter and make final decision.

170.32.13 Housing Authority

The Housing Authority Board shall consist of five (5) members, who shall be resident freeholders of the City and shall be appointed by the Governing Body. One member of the Board shall be a resident board member whose eligibility shall be based upon such person's status as a recipient of direct assistance from the agency. The members of the board shall serve a five (5) year term of office, unless reappointed, except that one member of the first Board shall serve for the term of one (1) year, one for the term of two (2) years, one for the term of three (3) years, one for the term of four (4) years, and one for the term of five (5) years. All members shall hold office until their successors are appointed. In the event that a vacancy shall occur during the term of any member, his / her successor shall be appointed for the unexpired portion of the term. The Board shall serve without compensation and may be required, at the discretion of the Governing Body, to give a bond in a sum set by resolution of the Governing Body, and conditioned upon the faithful performance of their duties.

At the time of the Board's first meeting in January of each year, the Board shall organize by selecting from their number a Chairman and a Secretary. No member of the Board shall serve in the capacity of both the Chairperson and the Secretary. No member of the Governing Body shall serve as a member of the Housing Authority Board while serving a term of office as a member of the Governing Body. The term of the Chairperson and Secretary shall be one (1) year, and they shall be eligible for reelection. It shall be the duty of

the Secretary to keep the full and correct minutes and records of all meetings, and to file the same with the Municipal Clerk where they shall be available for public inspection at any reasonable time. A majority of the Board members shall constitute a quorum for the transaction of business. The Board shall meet quarterly.

All accounts against the Housing Authority shall be audited. Warrants against such Funds shall be approved by the Chairman and paid out of such fund.

It shall be the duty of the Board to have general charge of the Housing Authority. The Board shall establish appropriate rules and regulations for the management, care and use of the same. A copy of all rules and regulations shall be filed with the City Clerk. All actions of the Board shall be subject to the review of the Mayor and City Council. All employees doing work in and for the Housing Authority shall be under the supervision and direction of the Housing Authority Board.

The Board shall be responsible for making such reports and performing such other duties as the Governing Body may, from time to time, designate.

The local housing authority established under prior state law and in existence on January 1, 2000 shall have continued existence as a housing agency under the Nebraska Housing Agency Act. The local housing agency shall conduct its operations consistent with the Nebraska Housing Agency Act.

170.32.14 Community Redevelopment Authority

There is hereby created the Community Redevelopment Authority of the City of Stanton, Nebraska.

Five persons, all of whom shall be residents of the City of Stanton, shall constitute the Authority. The five members shall be selected by the Mayor and approved by the City Council. The members of the board shall serve a five (5) year term of office, unless reappointed, except that one member of the first Board shall serve for the term of one (1) year, one for the term of two (2) years, one for the term of three (3) years, one for the term of four (4) years, and one for the term of five (5) years. All members shall hold office until their successors are appointed. In the event that a vacancy shall occur during the term of any member, his / her successor shall be appointed for the unexpired portion of the term. The Board shall serve without compensation and may be required, at the discretion of the Governing Body, to give a bond in a sum set by resolution of the Governing Body, and conditioned upon the faithful performance of their duties.

The Authority shall select one of its members as Chairman and one as Vice Chairman. A total of three members of the Authority shall constitute a quorum for the transaction of business. The Authority shall adopt rules for the transaction of its business and shall keep a record of its resolutions, transactions, findings, and determinations, which records shall be made available for public inspection during regular business hours.

At the time of the Board's first meeting in January of each year, the Board shall organize by selecting from their number a Chairman and a Secretary. No member of the Board shall serve in the capacity of both the Chairperson and the Secretary. No member of the Governing Body shall serve as a member of the Community Redevelopment Authority while serving a term of office as a member of the Governing Body. The term of the Chairperson and Secretary shall be one (1) year, and they shall be eligible for reelection. It shall be the duty of the Secretary to keep the full and correct minutes and records of all

meetings, and to file the same with the Municipal Clerk where they shall be available for public inspection at any reasonable time. A majority of the Board members shall constitute a quorum for the transaction of business.

All income, revenue, profits, and other funds received by the Authority shall be deposited with the City Treasurer, as Ex Officio Treasurer of such Authority, without commingling such money with any other money under said Treasurer's control and disbursed by check or draft only upon warrants, orders, or requisitions by the Chairman of the Authority or other person authorized by the Authority, which shall state distinctly the purposes for which the same are drawn; and a permanent record shall be kept by the Authority of any such activity. A copy of all rules and regulations shall be filed with the City Clerk. All actions of the Board shall be subject to the review of the Mayor and City Council. All employees doing work in and for the Authority shall be under the supervision and direction of the Community Redevelopment Board.

The Board shall be responsible for making such reports and performing such other duties as the Governing Body may, from time to time, designate.

170.32.15 Stanton Community Foundation

The Stanton Community Foundation Board shall consist of five (5) members, who shall be resident freeholders of the City and shall be appointed by the Governing Body. The members of the board shall serve a three (3) year term of office, unless reappointed, except that one member of the first Board shall serve for the term of one (1) year, two for the term of two (2) years, and two for the term of three (3) years. All members shall hold office until their successors are appointed. In the event that a vacancy shall occur during the term of any member, his / her successor shall be appointed for the unexpired portion of the term. The Board shall serve without compensation and may be required, at the discretion of the Governing Body, to give a bond in a sum set by resolution of the Governing Body, and conditioned upon the faithful performance of their duties.

At the time of the Board's first meeting in January of each year, the Board shall organize by selecting from their number a Chairman and a Secretary. No member of the Board shall serve in the capacity of both the Chairperson and the Secretary. No member of the Governing Body shall serve as a member of the Stanton Community Foundation while serving a term of office as a member of the Governing Body. The term of the Chairperson and Secretary shall be one (1) year, and they shall be eligible for reelection. It shall be the duty of the Secretary to keep the full and correct minutes and records of all meetings, and to file the same with the Municipal Clerk where they shall be available for public inspection at any reasonable time. A majority of the Board members shall constitute a quorum for the transaction of business. The Board shall hold at least one regular meeting each quarter.

All accounts against the Stanton Community Foundation shall be audited. Warrants against such Funds shall be approved by the Chairman and paid out of such fund.

It shall be the duty of the Board to have general charge of the Stanton Community Foundation. The Board shall establish appropriate rules and regulations for the management, care and use of the same. A copy of all rules and regulations shall be filed with the City Clerk. All actions of the Board shall be subject to the review of the Mayor and City Council.

The Board shall be responsible for making such reports and performing such other duties as the Governing Body may, from time to time, designate.

170.32.16 Community Activities Board

The Community Activities Board shall consist of three members, who shall be resident freeholders of the City and shall be appointed by the Governing Body. The members of the Board shall serve a three year term of office, unless re-appointed, except that one member of the first Board shall serve for the term of one (1) year, one member for the term of two (2) years, and one member for the term of three (3) years. All members shall hold office until their successors are appointed. In the event that a vacancy shall occur during the term of any member, his/her successor shall be appointed for the unexpired portion of the term. The Board shall serve without compensation and may be required, at the discretion of the governing body, to give a bond in a sum set by Resolution of the Governing Body, and conditioned upon the faithful performance of their duties.

At the time of the Board's first meeting in August, 2011 and in January each year thereafter, the Board shall organize by selecting from their number a Chairman and a Secretary. No member of the Board shall serve in the capacity of both the Chairperson and the Secretary. No member of the Governing Body shall serve as a member of the Community Activities Board while serving a term of office as a member of the Governing Body. The term of the Chairperson and the Secretary shall be one year, and they shall be eligible for re-election. It shall be the duty of the Secretary to keep the full and correct minutes and records of all meetings, and to file the same with the Municipal Clerk where they shall be available for public inspection at any reasonable time. A majority of the Board members shall constitute a quorum for the transaction of business. The Board shall meet at such times as determined by the Board or as directed by the City Council.

It shall be the duty of the Board to investigate, plan, study and organize activities for the City of Stanton and to make recommendations to the Governing Body concerning community activities. The Board, when requested by the City Council, shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its work. All actions of the Board shall be subject to the review and supervision of the Mayor and City Council.

All accounts against the Community Activities Board's fund shall be audited. Warrants against such Community Activities Board's fund shall be approved by the Chairman and paid by the City Treasurer out of such fund.

The Board shall be responsible for making such reports and performing such other duties as the governing body may, from time to time, designate.

Added by Ordinance 817 – August 2, 2011