

ORDINANCE NO. 01-____

TOWN MANAGER

WHEREAS, the Town Council of the Town of Hudson, Indiana, has determined that it would be in the best interests of the Town to have an administrative head of the town government as indicated by Indiana Code 36-5-5, and;

WHEREAS, the Town of Hudson has various departments, offices, and agencies,

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

The Town of Hudson establishes the position of Town Manager.

The Town Council is the only policymaking body of the Town. To help them in this process, they receive recommendations from the various boards and commissions as well as the Town Manager. The Town Manager is the individual who directs the day-to-day operations of the Town in carrying out the policy directives of the Town Council.

The Town Manager is the Chief Administrative Officer of the Town. In addition to those duties specified in Indiana Code 36-5-5-8, the Town Manager oversees all departments within the Town of Hudson including Marshal, Fire, Street, Water, and Waste. The Town Manager has power, whenever the interest of the Town require, to assign employees of any department, office or agency to the temporary performance of duties in another department, office or agency, provided, however, that he shall recommend changes in personnel and administrative organization policies approved and adopted by the council if such temporary personnel changes extend beyond ninety days.

The Town Manager shall supervise and be responsible for the efficient administration of all boards, committees, and commissions. The Town Manager shall not, however, exercise any control over the discretionary power vested by statute in any such board, committee, commission or officer.

The Town Manager performs such duties as are specified or as may be required by the Town Council.

The Town Manager shall prepare the department budget estimates annually, coordinate with Town Clerk-Treasurer and submit them to council, and administer the department budget adopted annually. The Town Manager shall keep the council informed of the current financial condition and future needs of the Town.

The Town Manager shall serve at the pleasure of the Town Council.

PASSED AND ADOPTED this ____ day of _____, 2001.

Chad Minier, President, Town Council

Brian Hayes, Member

Gene Hamm, Member

ATTEST:

Atta Hayes, Clerk-Treasurer