ORDINANCE SERIAL NO. 18-02

AN ORDINANCE AMENDING TITLE 2, CHAPTER 2.16.010
OF THE ALEUTIANS EAST BOROUGH CODE OF ORDINANCES
AND ADDING NEW CHAPTER 2.18.010
TO PROVIDE FOR BOROUGH ADMINISTRATOR.

WHEREAS, the legislative power of the Aleutians East Borough ("Borough") is vested in its Borough Assembly under Alaska State Statute Sec. 29.20.050; and

WHEREAS, the Borough’s Code of Ordinances, Title 2, Section 2.16.010 provides that the Mayor may authorize an appointive administrative officer; and

WHEREAS, the Borough’s Code of Ordinances does not presently specifically provide for the role and authority of the Borough Administrator; and

WHEREAS, in order to clarify and provide for the appointment and authority of a Borough Administrator, it is necessary to amend the Borough’s Code of Ordinances at Chapter 2.16.010 at Title 2 and add new Chapter 2.18.; and

WHEREAS, the Assembly believes such revision to be in the Borough’s best interests.

NOW, THEREFORE, LET IT BE ORDAINED BY THE ASSEMBLY OF THE ALEUTIANS EAST BOROUGH AS FOLLOWS:

Section 1. Amendment of Borough Code. Amendment of the Aleutians East Borough Code of Ordinances, revising Chapter 2.16 and adding new Chapter 2.18 is hereby enacted as follows:
TITLE 2
ADMINISTRATION
Chapter 2.18 - Borough Administrator

Sections:
1.18.010 Appointment
1.18.020 Term of office
1.18.025 Powers and duties

2.18.010 Appointment

The Borough Administrator shall be appointed by the Mayor to serve at his
direction to oversee and supervise all departments of the Borough.

2.18.020 Term of Office

Subject to the contract of employment, the Borough Administrator holds office at
the pleasure of the Mayor.

2.18.030 Powers and duties

The Borough Administrator, as the appointee of the Mayor, is responsible to
carry out the duties and administrative functions of the Borough as delegated by the
Mayor. Such duties may include, but are not limited to, those enumerated as duties of
the Mayor in Chapter 2.16, Section .010 and such other duties as the Mayor may
assign.

Section 2. Classification. This Ordinance shall be of a permanent nature and shall
become a part of the Aleutians East Borough Code of Ordinances.

Section 3. Severability. If any provision of this Ordinance, or any application thereof
to any person or circumstance is held invalid, the remainder of this
Ordinance and the application to other persons or circumstances shall not
be affected thereby.

Section 4. Effective Date. This Ordinance shall become effective upon adoption, and
shall be included in the Aleutians East Borough Code at the time of its
next regular supplementation and printing or ratification by the qualified
voters of the Aleutians East Borough.

Passed and adopted by the Aleutians East Borough Assembly this ___ day of
TITLE 2
ADMINISTRATION
Chapter 2.16 - Mayor

2.16.010 Mayor as Executive

A. The Mayor is the chief executive officer of the Borough. He shall act as
   ceremonial head of the borough, and sign documents on the Borough's behalf
   upon Assembly authorization.

B. The Mayor shall:
   1. Appoint an Administrator who shall serve at his direction to oversee and
      supervise all departments of the Borough.
   2. Suspend or remove by written order Borough employees and
      administrative officers, except as otherwise provided.
   3. Supervise enforcement of Borough law;
   4. Prepare the annual budget and capital improvement program for the
      Assembly;
   5. Execute the budget and capital program as adopted;
   6. Make monthly financial reports to the Assembly on Borough finances and
      operations.
   7. Report to the Assembly at the end of each fiscal year on the finances and
      administrative activities of the Borough;
   8. Prepare and make available for public distribution an annual report on
      Borough affairs;
   9. Serve as Borough personnel officer unless delegated to the Borough
      Administrator or the Assembly authorizes him to appoint a personnel
      officer other than the Borough Administrator; and
   10. Execute other powers and duties specified in AS Title 29 or lawfully
       prescribed by the Assembly.

(Ord. 14-04 (Amended Ord. 88-1), Sec. 2.16.010, part, 1987)