

TITLE II POLICY AND ADMINISTRATION

CHAPTER 2 APPOINTMENT AND QUALIFICATIONS OF MUNICIPAL OFFICERS

2-2-1	Creation of Appointive Officers	2-2-6	Bonds Required
2-2-2	Appointment of Officers	2-2-7	Surety
2-2-3	Terms of Appointive Officers	2-2-8	Blanket Position Bond
2-2-4	Vacancies in Offices	2-2-9	Bonds Filed
2-2-5	Oaths		

2-2-1 CREATION OF APPOINTIVE OFFICERS. There are hereby created the following appointive officers: Clerk, Police Chief, Attorney, Superintendent of Public Works and Utilities, Weed Commissioner, Zoning Administrator, Board of Adjustment, Planning and Zoning Commission.

2-2-2 APPOINTMENT OF OFFICERS. The Mayor shall appoint the Police Chief with Council approval and the Mayor shall appoint the Mayor pro tempore. The Mayor shall also appoint the Library Trustees and committees as needed.

All other officers shall be appointed or selected by the City Council unless otherwise provided by law or Ordinance.

2-2-3 TERMS OF APPOINTIVE OFFICERS. The terms of all appointive officers that are not otherwise fixed by law or Ordinance shall be two (2) years.

2-2-4 VACANCIES IN OFFICES. A vacancy in an appointive office shall be filled in the same manner as the original appointment. A vacancy in an elective office shall be filled by a majority vote of all members of the City Council, unless filled by election in accordance with State law.

2-2-5 OATHS. The Oath of Office shall be required and administered in accordance with the following:

1. Qualify for Office. All elected officers and the following appointed officers shall qualify for office by taking the prescribed oath:

- A. City Clerk
- B. Peace Officer
- C. Zoning Administrator

2. Prescribed Oath: The prescribed oath is "I, (state name), do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially, to the best of my ability, discharge all duties of the office of (name of

office) in Marble Rock, Iowa as now or hereinafter required by law."

3. Officers Empowered to Administer Oaths. The following are empowered to administer oaths and to take affirmations in any matter pertaining to the business of their respective office:

- a. Mayor
- b. City Clerk
- c. Members of all boards, commissions or bodies created by law.

(Code of Iowa, Chap. 63.10).

2-2-6 BONDS REQUIRED. Each municipal officer required by law or Ordinance to be bonded shall, before entering upon the duties of the office, execute to the City a good and sufficient bond, to be approved by the City Council, conditioned on the faithful performance of the duties and the proper handling and accounting for the money and property of the City in the official's charge unless the City Council shall have provided for a blanket position surety bond.

(Code of Iowa, Sec. 64.13)

2-2-7 SURETY. Any association or corporation which makes a business of insuring the fidelity of others and which has authority to do such business within Iowa shall be accepted as surety on any of the bonds.

2-2-8 BLANKET POSITION BOND. The City Council shall provide for a blanket position bond to cover all officers and employees of the City, but the City Council may provide by resolution for a surety bond for any other officer or employee that the City Council deems necessary. The City shall pay the premium on any official bond.

(Code of Iowa, Sec. 64.13)

2-2-9 BONDS FILED. All bonds when duly executed shall be filed with the Clerk, except that the Clerk's bond shall be filed with the Mayor.

(Code of Iowa, Sec. 64.23)