

Proposed
Local Law No. 5. *2* Int. April 27, 1925.

By Alderman Walter _____, seconded by Alderman Arbenger.

An Act to Supersede Section 26 of the Charter of the City of Plattsburgh, in relation to general powers and duties of the City Clerk and the salary of the Deputy City Clerk.

Be it enacted by the Common Council of the City of Plattsburgh, as follows:-

Sec. 1. Section 26 of Chapter 269 of the Laws of 1902, entitled "An Act to Incorporate the City of Plattsburgh", as last amended by Chapter 641 of the Laws of 1917, is hereby superseded to read as follows:

Section 26. General powers and duties of the City Clerk. The City Clerk of said city shall be ex officio clerk of the Common Council, of the board of public works, of the civil service commission and of the board of health, and he shall also be registrar of vital statistics of the said city, and shall discharge the duties imposed by law upon such office or officer, but shall receive from the city no fees therefor directly or indirectly. He shall perform such other duties incident to his office as may be required by the Common Council or by any such board. He shall keep the minutes of the meetings of the Common Council and of each board of which he is ex officio clerk, and shall keep the accounts and records of the board of public works, and shall record in books to be kept for that purpose, all proceedings of the Common Council and of each such board, and index the same. He shall keep an office at such place as the Common Council shall provide and designate, which shall be kept open each day in the year, except Sundays and legal holidays, from nine in the forenoon until five o'clock in the afternoon. He

shall have charge, custody and control of the corporate seal, books, paper, documents, and official minutes of city, except as otherwise provided, or in pursuance to law. He shall keep a book and alphabetically index and record therein all bonds of the city officers as well as all contractors' or other bonds running to the city or any of its officers, and note therein the date of filing each bond. He shall upon request and the payment of fees therefor, make certified copies of all records and documents in his possession or under his control, as such clerk or ex officio clerk, and may affix the corporate seal of the city to any such certificate and such seal shall be deemed to be his official seal, and any such certified copies shall be evidence as provided in section nine hundred and thirty-three of the code of civil procedure. He shall be entitled to demand and receive fees and appropriate the same to his own use for such certified copies, at the rate of ten cents per folio, from each person other than a city officer, upon whose request any such certified copy is made and delivered. He shall keep an accurate account of all fees and moneys received by him as such clerk or ex officio clerk, other than his salary, including fees received by him as registrar of vital statistics, and shall, on or before the tenth day of each month pay over all such fees and moneys received by him, except the fees aforesaid for copies, during the month immediately preceding, to the City Chamberlain to the credit of the general fund, for which he shall take a receipt and file the same in his office. Such receipt shall, at all times, be subject to examination by the Common Council, or any members thereof. His office is hereby declared a town

clerk's office for the purpose of depositing and filing therein, all books and papers required by law to be filed in a town clerk's office, and he shall possess all the powers and discharge all the duties of a town clerk not inconsistent with this act, except that chattel mortgages shall be filed as heretofore in the office of the County Clerk in Clinton County, and the law relating thereto is not by this act changed. The Mayor shall have power, if in his judgment the interests of the city require, to appoint, from time to time, a deputy city clerk, who shall possess the power of the City Clerk as specified herein, at a compensation to be fixed by the Common Council, but not to exceed twelve (six) hundred dollars in any one year, six hundred dollars of which shall be payable out of the water fund. No person shall be deemed ineligible to such office of deputy city clerk by reason of sex who has the other qualifications as herein provided.

Sec. 2. This act shall take effect immediately.

Approved May 4-25

*J. J. Gross
Mayor.*

N.B. New matter underscored. Old matter to be eliminated included within parentheses ().