

ORDINANCE NO.
CHAPTER 2, ARTICLE 1 Section 113 & 114
OF THE CODE OF THE TOWN OF SUTTON

WHEREAS, the Town Council of the Town of Sutton, West Virginia, is authorized under West Virginia Code §§ 8-11-3, 8-11-4, and 8-12-5, and other applicable provisions of state law, to adopt, amend, repeal, and reenact ordinances governing municipal affairs; and

WHEREAS the Town Council finds that the existing provisions of Chapter 2, Article 1, Section 113 & 114 contain outdated, unclear, or fragmented language that no longer reflects current Town policy or best practices; and

WHEREAS the Town Council finds it in the best interest of the Town and its residents to repeal the existing provisions and adopt a consolidated, modernized replacement that is clear, enforceable, and consistent with current West Virginia law;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SUTTON, WEST VIRGINIA, THAT:

Section 1. Repeal

Chapter 2, Article 1, Section 113 & 114 of the Code of the Town of Sutton, as previously enacted and amended, is hereby repealed in its entirety.

Section 2. Reenactment and Replacement

Chapter 2, Article 1, Section 113 & 114 of the Code of the Town of Sutton is hereby reenacted in its entirety to read as follows:

2-113. Council Committees

(a) Appointment of Committees

The mayor shall appoint all standing committees of the Council, unless otherwise directed by ordinance or resolution. Special or temporary committees may be created by any member of the Council as needed. The special or temporary committee will be authorized by vote.

Standing committees shall review matters assigned to them and provide recommendations to the Council. Committees may study issues, review proposals, and make recommendations; however, final authority for municipal action remains with the Council, unless otherwise

provided by law.

(b) Standing Committees Established

All standing committees shall be appointed by the Mayor and all special committees shall be appointed by council vote, unless otherwise ordered by the Council.

The standing committees of the Council and their duties shall be as follows:

- (a) Finance
- (b) Roads, Streets and Alleys
- (c) Public Health and Safety
- (d) City Property and Community Building
- (e) Sutton Planning Committee

Committees shall assist in identifying operational needs within their respective areas and may provide recommendations or proposed expenditures to the Council for consideration during the preparation of the Town's annual budget. All budget recommendations shall be subject to review, modification, and approval by the Town Council and must comply with applicable provisions of West Virginia municipal law and state financial reporting requirements.

(c) Committee on Finance

It shall be the duty of this committee to review and recommend to the Council all matters relating to the finances of the Town. The committee shall review bills, claims, expenditures, and financial obligations of the Town unless otherwise directed by the Council.

The committee shall assist in preparing and submitting to the Council a proposed annual budget of anticipated revenues and expenditures in accordance with the provisions of this code and applicable state law.

The committee shall also review municipal contracts and other financial agreements to which the Town may become a party and perform such other duties relating to financial oversight as the Council may from time to time direct.

(d) Committee on Roads, Streets and Alleys

It shall be the duty of this committee to review and recommend to the Council all matters pertaining to the laying out, naming, opening, closing, maintenance, repair, and improvement of the streets and alleys of the Town.

The committee shall also review matters relating to sidewalks, drainage, and street lighting and shall make recommendations to the Council regarding the maintenance and improvement of public rights-of-way.

The committee shall perform such other duties relating to municipal infrastructure as the Council may from time to time direct.

(e) Committee on Public Health and Safety

It shall be the duty of this committee to review and recommend to the Council all matters pertaining to the public health, safety, and welfare of the Town and its residents.

The committee shall review conditions that may create hazards or nuisances affecting the health or safety of the community and may recommend corrective action to the Council.

The committee shall also perform such other duties as the Council may from time to time direct.

(f) Committee on City Property and Community Building

It shall be the duty of this committee to review and recommend to the Council all matters pertaining to municipal buildings, facilities, and other property owned or operated by the Town.

The committee shall review the maintenance, repair, improvement, and proper use of the Community Building and any other municipal facilities to ensure they are maintained in a safe, clean, and serviceable condition.

The committee may, when directed by the Council, assist in coordinating and overseeing the scheduling and use of municipal buildings and facilities owned or operated by the Town. The committee shall also carry out any additional duties assigned by the Council.

(g) Sutton Planning Committee

It shall be the duty of this committee to review and recommend to the Council on matters related to community planning, development, and long-term improvement of the Town.

This may include reviewing projects related to economic development, infrastructure planning, beautification efforts, land use considerations, and coordination with county, regional, or state development organizations.

The committee shall make recommendations to the Council regarding planning initiatives intended to improve the quality of life, economic vitality, and future development of the Town and shall perform such other duties as the Council may from time to time direct.

2-114. Committee Membership and Procedures

(a) Membership

Each standing committee shall consist of three members of the Council, unless the Council determines otherwise at the time of appointment.

The Recorder shall serve as an ex-officio member and chair of the Finance Committee.

The first council member appointed to each standing committee shall serve as chair unless the Council directs otherwise.

(b) Meetings

Committee meetings may be called by:

- the committee chair, or
- any two members of the committee.

Committee meetings shall comply with applicable requirements of the West Virginia Open Governmental Proceedings Act, when applicable.

(c) Reports to Council

Committees shall report their findings and recommendations to the Council.

Formal committee reports requiring Council action shall:

- be submitted in writing when practical,
- be signed by the committee chair or a majority of committee members, and
- include any recommended resolution, motion, or ordinance for Council consideration.

Committees may not take final action on behalf of the Town unless specifically authorized by ordinance or state law.

Section 3. Repealer

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Section 4. Severability

If any section, subsection, clause, phrase, or provision of this ordinance or the reenacted provisions is held invalid or unenforceable, such invalidity shall not affect the remaining provisions, which shall remain in full force and effect.

Section 5. Effective Date

This ordinance shall take effect upon adoption, following required readings, approval, and publication as provided by law.