

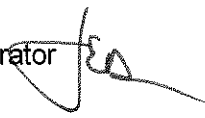
POSSIBLE MOTION

I MOVE TO approve the Acting Municipal Administrator's list for the remainder of 2012 and calendar year 2013.

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ADMINISTRATION

Memo

To: Mayor and Assembly
From: Jim Dinley, Municipal Administrator 
Date: December 5, 2012
Re: Acting Municipal Administrators

Following is the updated Acting Administrator list for the remainder of 2012 and calendar year 2013. The following Department Heads will serve in my capacity, in the order listed, should I be absent.

1. Michael Harmon, Public Works Director
2. Christopher Brewton, Electric Utility Director
3. Jay Sweeney, Finance Director

2.08.015 Selection of acting administrator.

No later than January 15th of each calendar year, the administrator shall provide in writing to the assembly a list of three individuals whom the administrator shall select from to serve as acting administrator during the next twelve months if an acting administrator is needed in the circumstances described in this section. The individuals shall be listed in rank order of selection to serve in that the first person shall be selected before the second person listed and the second person shall be selected before the third person listed. Unless the assembly by majority vote directs the administrator to change the list, the administrator shall select from that list provided to the assembly an acting administrator to serve during a period when the administrator expects to be absent from the city and borough, ill, or otherwise not performing the duties of the administrator for a period of less than thirty days. The individuals listed shall be city and borough department heads. (Ord. 03-1755 § 4, 2003.)

Should this item be pulled from the Consent Agenda the following motion would be in order:

POSSIBLE MOTION

I MOVE to approve the updated list of Acting Municipal Administrators.