

# PART 1 GENERAL PROVISIONS

## CHAPTER I USE AND CONSTRUCTION OF THE CODE

Section 1-101	How code designated and cited.
Section 1-102	Rules of construction.
Section 1-103	Catchlines of sections; citations.
Section 1-104	Effect of repeal of ordinances.
Section 1-105	Severability of parts of code.
Section 1-106	Amendment to code; effect of new ordinances; amendatory language.
Section 1-107	Altering code.
Section 1-108	General penalty.
Section 1-109	Fines recoverable by civil action.
Section 1-110	Ordinances in effect in outlying territory of Town.

### **SECTION 1-101      HOW CODE DESIGNATED AND CITED**

The provisions embraced in the following chapters and sections shall constitute and be designated the "Code of Ordinances, Town of Verdigris, Oklahoma," and may be so cited.

*State Law Reference: Adoption and revision of codes of ordinances, 11 O.S. Sections 14-108 and 14-109.*

LAST UPDATE: January 13, 2011

### **SECTION 1-102      RULES OF CONSTRUCTION**

In the construction of this code and of all ordinances, the following rules are observed unless the construction would be inconsistent with the manifest intent of the Board of Trustees:

1. "Board of Trustees" or "Town Board" shall mean the Board of Trustees of the Town of Verdigris, Oklahoma;
2. "Computation of time." Whenever a notice is required to be given or an act to be done a certain length of time before any proceeding shall be had, the day on which the notice is given or the act is done shall be counted in computing the time but the day on which the proceeding is to be had shall not be counted;
3. "County" or "this county" means the County of Rogers, Oklahoma;
4. "Gender." A word importing one gender only shall extend and be applied to other genders and to firms, partnerships, and corporations as well;

5. "Joint authority." All words giving "joint authority" to three (3) or more persons or officers shall be construed as giving such authority to a majority of such persons or officers;
6. "Law" includes applicable federal law, provisions of the Constitution and statutes of the State of Oklahoma, the ordinances of the Town, and, when appropriate, any and all rules and regulations promulgated thereunder;
7. "Mayor" means the Mayor of the Town;
8. "Month" means a calendar month;
9. "Nontechnical and technical words." Words and phrases which are not specifically defined shall be construed according to the common and accepted usage of the language; but technical words and phrases and such others as may have acquired a peculiar and appropriate meaning in law shall be construed and understood according to such meaning;
10. "Number." A word importing the singular number only may extend and be applied to several persons and things as well as to one person and thing. Words used in the plural number may also include the singular unless a contrary intention plainly appears;
11. "Oath" shall be construed to include an affirmation in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases, the words "swear" and "sworn" shall be equivalent to the words "affirm" and "affirmed";
12. "Or, and." "Or" may be read "and," and "and" may be read "or", if the sense requires it;
13. "Other officials or officers, etc." Whenever reference is made to officers, agencies or departments by title only, i.e. "clerk," "Town Clerk," "Town Attorney," "Fire Chief," "Chief of Police," etc. they shall mean the officers, agencies or departments of the Town;
14. "Person" shall extend and be applied to an actual person, any persons and to associations, clubs, societies, firms, partnerships, and bodies politic and corporate, or the manager, lessee, agent, servant, officer or employee of any of them, unless a contrary intention plainly appears;
15. "Preceding, following" means next before and next after, respectively;
16. "Property" shall include real and personal property;
17. "Signature or subscription" includes a mark when a person cannot write;
18. "State" or "this state" shall be construed to mean the State of Oklahoma;
19. "Statutory references" means references to statutes of the State of Oklahoma as they now are or as they may be amended to be;

20. "Street" shall be construed to embrace streets, avenues, boulevards, roads, alleys, lanes, viaducts, cul-de-sacs, highways, courts, places, squares, curbs and all other public ways in the Town which are dedicated and open to public use;
21. "Tense." Words used in the past or present tense include the future as well as the past and present, unless a contrary intention plainly appears;
22. "Week" means seven (7) days.
23. "Town" means the Town of Verdigris; and
24. "Year" means a calendar year.

### **SECTION 1-103 CATCHLINES OF SECTIONS; CITATIONS**

The catchlines of sections in this Code are printed in CAPITAL LETTERS and citations included at the end of sections are intended to indicate the contents of the section and original historical source respectively, and shall not be deemed or taken to be titles and official sources of such sections; nor as any part of the section, nor, unless expressly so provided, shall they be so deemed when any of the sections, including the catchlines, or citations, are amended or re-enacted.

### **SECTION 1-104 EFFECT OF REPEAL OF ORDINANCES**

1. The repeal of an ordinance shall not revive any ordinances in force before or at the time the ordinance repealed took effect.
2. The repeal of an ordinance shall not affect any punishment or penalty incurred before the repeal took effect, nor any suit, prosecution or proceeding pending at the time of the repeal, for an offense committed under the ordinance repealed.

### **SECTION 1-105 SEVERABILITY OF PARTS OF CODE**

It is hereby declared to be the intention of the Board of Trustees that the sections, paragraphs, sentences, clauses and phrases of this Code are severable, and if any phrase, clause, sentence, paragraph, or section of this Code or of any ordinance in the Code shall be declared unconstitutional, illegal or otherwise invalid by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Code of ordinances.

### **SECTION 1-106 AMENDMENT TO CODE; EFFECT OF NEW ORDINANCES; AMENDATORY LANGUAGE**

1. All ordinances passed subsequent to this Code or Ordinances which amend, repeal or in any way affect this Code of Ordinances may be numbered in accordance with the numbering system of this Code and printed for inclusion therein. When subsequent ordinances repeal any chapter, section or subsection or any portion thereof, the repealed portions may be excluded from this Code by omission from reprinted pages.

2. Amendments to any of the provisions of this code may be made by amending the provisions by specific reference to the section of this code in substantially the following language: "Be it ordained by the Board of Trustees of the Town of Verdigris, Oklahoma, that Section \_\_\_\_\_ of the Code of Ordinances of the Town of Verdigris, Oklahoma, is hereby amended to read as follows:" (Set out new provisions in full.)
  
3. When the Board of Trustees desires to enact an ordinance of a general and permanent nature on a subject not heretofore existing in the Code, which the Board desires to incorporate into the Code, a section in substantially the following language may be made part of the ordinance:
 

"Section \_\_\_\_\_ Be it ordained by the Board of Trustees of the Town of Verdigris, Oklahoma, that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the Town of Verdigris, Oklahoma, and the sections of this Ordinance may be re-numbered to accomplish this intention."
  
4. All sections, articles, chapters or provisions of this code desired to be repealed may be specifically repealed by section or chapter number, as the case may be.

*State Law Reference: Enactment of ordinances, 11 O.S. Sections 14-103 et seq.*

## **SECTION 1-107      ALTERING CODE**

It is unlawful for any person to change or amend by additions or deletions any part or portion of this Code, or to insert or delete pages or portions thereof, or to alter or tamper with this Code in any manner whatsoever which will cause the law of the Town to be misrepresented thereby. Any person violating this section shall be punished as provided in Section 1-108 of this code.

## **SECTION 1-108      GENERAL PENALTY**

1. Except as otherwise provided by state law, whenever in this Code or in any ordinance of the Town an act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor, or whenever in the Code or ordinance the doing of any act is required or the failure to do any act is declared to be unlawful, where no specific penalty is provided therefor, the violation of any provision of this Code or any ordinance, upon conviction, shall be punished by a fine as follows:
  - A. The following offenses shall carry the following fines, exclusive of costs and fees, and the bonds for such offenses including costs and fees are hereby set as follows:
    - a. Prohibited use of certain braking devices that create loud and offensive noise, \$250.00
  
  - B. Traffic Related Offenses. The maximum fine for traffic-related offenses relating to speeding or parking shall not exceed Two Hundred Dollars (\$200.00).

C. Other Offenses. For all other offenses, the maximum fine shall not exceed Five Hundred Dollars (\$500.00).

Each day or any portion of a day during which any violation of this code or of any ordinance shall continue shall constitute a separate offense.

2. Any person who shall aid, abet or assist in the violation of any provision of this code or any other ordinance shall be deemed guilty of a misdemeanor and upon conviction shall be punished as provided in this section.

*State Law Reference: Enforcement and penalties for violation of municipal ordinances, including maximum fine levied in courts not of record, Title 11, O.S. § 14-111. Maximum fine levied without jury trial, etc., Title 11, O.S. § 27-119.*

#### **SECTION 1-109 FINES RECOVERABLE BY CIVIL ACTION**

All fines shall be recoverable by civil action before any court of competent jurisdiction in addition to any other method provided by law.

#### **SECTION 1-110 ORDINANCES IN EFFECT IN OUTLYING TERRITORY OF TOWN**

All ordinances of the Town now in effect within the Town are hereby extended to all real property belonging to, or under the control of, the Town outside the corporate limits of the Town, and shall be in full effect therein, insofar as they are applicable. All ordinances of the Town which shall go into effect in the future, shall also apply to, and be in full effect within the boundaries of all outlying real property, insofar as they may be applicable. Any words in any ordinance indicating that the effect of an ordinance provision is limited to the corporate limits of the Town shall be deemed to mean and include also the outlying real property belonging to, or under the control of, the Town, unless the context clearly indicates otherwise.

**CHAPTER 2  
CORPORATE AND WARD LIMITS**

Section 1-201 Map of Town designated as official map.

Section 1-202 Ward boundaries.

**SECTION 1-201 MAP OF TOWN DESIGNATED AS OFFICIAL MAP**

The map of the Town showing its territorial limits is hereby designated as the official map of the Town. A copy of the map is included in the appendices to this Code. The true and correct corporate limits of the Town shall be that area as set forth on the map, and other areas subsequently annexed.

**SECTION 1-202 WARD BOUNDARIES**

The Town is divided into three (3) wards as set forth on the map included in the appendices to this Code.

*State Law Reference: Establishment and number of wards see Title 11, O.S. § 2-105. For changing wards see Title 11, O.S. §§ 20-102 and 20-105.*

**PART 2**  
**ADMINISTRATION AND GOVERNMENT**

**CHAPTER I**  
**TOWN BOARD OF TRUSTEES**

- Section 2-101 General powers.
- Section 2-102 Board of Trustees.
- Section 2-103 Meetings of the Town Board.
- Section 2-104 Trustees may be designated to perform duties.

**CHAPTER 2**  
**MAYOR**

- Section 2-201 Election and duties of the Mayor.

**CHAPTER 3**  
**TOWN OFFICERS AND PERSONNEL**

- Section 2-301 Town Clerk.
- Section 2-302 Town Treasurer.
- Section 2-303 Town Administrator.
- Section 2-304 Town Attorney, appointment and duties.
- Section 2-305 Health officer.
- Section 2-306 Other personnel, appointments, removals.
- Section 2-307 Bonds.
- Section 2-308 Salaries.
- Section 2-309 Compensation of employees, number and classes of personnel.
- Section 2-310 Salaries of certain officers not to be changed after election or appointment.
- Section 2-311 Oaths.
- Section 2-312 Officers to continue until successors are elected and qualify.
- Section 2-313 Appointment of personnel in emergencies.

**CHAPTER I  
TOWN BOARD OF TRUSTEES**

- Section 2-101 General powers.
- Section 2-102 Board of Trustees.
- Section 2-103 Meetings of the Town Board.
- Section 2-104 Trustees may be designated to perform duties.

**SECTION 2-101 GENERAL POWERS**

1. Pursuant to Title 11, O.S. § 12-101, the Town shall have all the powers, functions, rights, privileges, franchises and immunities granted, or which may be granted to towns governed by the statutory town board of trustees form of government. These powers shall be exercised as provided by law applicable to towns under the board of trustees form of government, or, if the manner is not prescribed, then in such manner as the Board of Trustees may prescribe.
2. The powers, rights and authorities of the Town, including the determination of matters of policy, shall be vested in and exercised by the Board of Trustees.

*State Law Reference: For the Statutory town board of trustees form of government see, Title 11, O.S. § 12-101.*

**SECTION 2-102 BOARD OF TRUSTEES**

1. The Board of Trustees shall consist of three (3) trustees who shall be nominated by ward and elected at large.
2. The term of office for a trustee shall be four (4) years beginning at 12:00 noon on the second Monday following the general municipal election. The Trustee shall serve until his or her successor is elected and qualified. The terms of the Trustees shall be staggered so that at one general municipal election, the following trustees are elected for four-year terms:

A. Trustees for Wards One, and Three; and

B. Clerk;

At the next general municipal election the following officers are to be elected for four-year terms:

1. Trustee for Ward Two; and
2. Treasurer.
3. The resolution of the Board of Trustees calling for a general or special election to fill the office of Trustee shall state the number of four-year terms and the number of unexpired terms, if any, to be filled.



*State Law Reference:; Governing board, Title 11, O.S. §§ 12-102 and 12-103; Terms of office, Title 11, O.S. § 8-102; Elections, Title 11, O.S. § 16-205; first election Title 11, O.S. § 16-206; vacancies in office of trustee, Title 11, O.S. § 8-109.*

Revisions: Subparagraph (A) was originally adopted August 18, 2000, via Ordinance 2000-2 (stating Town Trustees would be nominated and elected pursuant to Town Meeting Act); Repealed December 21, 2004, by implication by Ordinance 2004-12 (stating “all Town officers shall be elected, initiative and referendum questions shall be decided, and any and all other elections shall be held by elections conducted by the Rogers County Election Board”); Last revised January 13, 2011, by adoption of Ordinance 2011-01 (stating that Trustees are to be nominated by ward and elected at large).

### **SECTION 2-103 MEETINGS OF THE TOWN BOARD**

1. The Board of Trustees shall meet on the third Wednesday of each month. Special meetings may be called by the Mayor or any two (2) Trustees. A majority of all the members of the board shall constitute a quorum to do business, but a smaller number may adjourn from day to day.
2. Board meetings shall be held on the date and at the place and time as set forth on the corresponding agenda. Any adjourned meeting may be held at any other place designated by the Board.

### **SECTION 2-104 TRUSTEES MAY BE DESIGNATED TO PERFORM DUTIES**

The Board of Trustees may designate various ones of its members, or a committee of its members, to have supervision of various personnel and activities of the Town, such as streets, water systems and so on, and may give each such Trustee or committee designated an appropriate title. Each such Trustee or committee so designated shall be subordinate to the Board.

## CHAPTER 2 MAYOR

Section 2-201 Election and duties of the Mayor.

### **SECTION 2-201 ELECTION AND DUTIES OF THE MAYOR**

1. The Board of Trustees shall elect from among its members a Mayor. The Mayor shall be elected in each odd-numbered year at the first Board of Trustees meeting held after trustee terms begin, or as soon thereafter as practicable. The Mayor shall serve until his or her successor has been elected and qualified.
2. The Mayor shall preside at meetings of the Board and shall certify to the correct enrollment of all ordinances and resolutions passed by it. He or she shall be recognized as head of the town government for all ceremonial purposes and shall have such other powers, duties, and functions as may be prescribed by law or ordinance. The Mayor shall have all the powers, rights, duties and responsibilities of a Trustee, including the right to vote on questions.
3. During the absence, disability or suspension of the Mayor, the Board shall elect from among its members an acting Mayor. When a vacancy occurs in the office of the Mayor, the Board shall elect another Mayor from among its members to serve for the duration of the unexpired term.

*State Law Reference: Election of town mayor, acting mayor, Title 11, O.S. §§ 12-104 and 12-105.*

**CHAPTER 3  
TOWN OFFICERS AND PERSONNEL**

- Section 2-301 Town Clerk.
- Section 2-302 Town Treasurer.
- Section 2-303 Town Administrator
- Section 2-304 Town Attorney, appointment and duties.
- Section 2-305 Health officer.
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- Section 2-310 Salaries of certain officers not to be changed after election or appointment.
- Section 2-311 Oaths.
- Section 2-312 Officers to continue until successors are elected and qualify.
- Section 2-313 Appointment of personnel in emergencies.

**SECTION 2-301 TOWN CLERK**

1. The Town Clerk is an elected official of the Town, elected for a four-year term.
2. The Town Clerk shall:
  - A. Keep the journal of the proceedings of the Board;
  - B. Enroll in a book kept for that purpose all ordinances and resolutions passed by the Board;
  - C. Have custody of documents, records and archives as may be provided by law or ordinance and have custody of the Town seal;
  - D. Attest and affix the seal of the Town to documents as required by law or ordinance; and
  - E. Have such other powers, duties and functions as may be prescribed by law or ordinance, or by the Board.

**SECTION 2-302 TOWN TREASURER**

1. The Town Treasurer is an elected official of the Town, elected for a four-year term.
2. The Town Treasurer shall:
  - A. Maintain accounts and books to show where and from what source all moneys paid to him have been derived and to whom and when any moneys have been paid;
  - B. Deposit daily funds received for the Town in depositories as the Board may designate; and

- C. Have such other powers, duties and functions as may be prescribed by law or ordinance.

The Treasurer's books and accounts shall at all times be subject to examination by the Board.

## **SECTION 2-303 TOWN ADMINISTRATOR**

1. Creation of office. The office of Town Administrator is hereby created pursuant to the authority of Title 11, O.S. § 12-112.
2. Appointment of Town Administrator. The Town Administrator shall be appointed by majority vote of the Board of Trustees for an indefinite term. He or she shall be chosen by the Board solely on the basis of his or her executive and administrative qualifications with special reference to his or her actual experience in, or knowledge of, accepted practice in respect to the duties of his or her office hereinafter set forth.
3. Removal of Town Administrator. The Board of Trustees may remove the Town Administrator at any time by a majority vote of its members. The position of Town Administrator shall be an "at will" position and said Town Administrator may be removed without cause.
4. Powers and Duties of Town Administrator. The Town Administrator shall be the chief administrative officer of the Town. He or she shall act as liaison between the Town Board and department heads, and as liaison between the citizens of the Town and the Town Board and shall be responsible to the Board of Trustees for the proper administration of all affairs of the Town. To that end, the Town Administrator shall have the power to:
  - A. During regular working hours maintain an office open to the public and staffed by such employees as are necessary and approved by the Board of Trustees by Resolution to serve the needs of the Town and the Public.
  - B. Recommend appointments and, when necessary for the good of the service recommend suspension or removal of any officer or employee of the Town, except as otherwise provided by law.
  - C. Prepare an annual budget request for Town departments, submit it to the Board of Trustees, together with a message describing the important features, and be responsible for its administration after adoption.
  - D. Prepare and submit to the Board of Trustees, at the end of the fiscal year, a complete report on the finances and administrative activities of the Town for the preceding year.
  - E. Keep the Board of Trustees advised of the financial condition and future needs of the Town, and make such recommendations as he or she may deem necessary.

- F. Recommend to the governing body a standard schedule of pay for each office and position in the Town service, including minimum, intermediate, and maximum rates.
  - G. Recommend to the governing body (from time to time) adoption of such measures as he or she may deem necessary or expedient for the health, safety, or welfare of the community or for the improvement of administrative services.
  - H. Prepare the agenda and attend all meetings of the Board of Trustees unless excused therefrom and take part in the discussion of matters coming before the Board.
  - I. Supervise the purchase of all materials, supplies, and equipment in the Town departments for which funds are provided in the budget. The Town Administrator may issue such rules governing purchasing procedures within the administrative organization as the Board of Trustees shall approve and shall be responsible for payment of all claims as required by law or ordinance.
  - J. Enforce the laws and ordinances of the Town.
  - K. Investigate affairs of the Town or any department thereof, and investigate complaints in relation to matters concerning the administration of the government of the Town, and see that all franchises, permits, and privileges granted by the Town are faithfully observed.
  - L. Provide assistance in preparations of grant applications and other duties as pertains to seeking grants for the Town.
  - M. Devote his or her full time to the discharge of his or her official duties.
  - N. Perform such other duties as may be required by the Board of Trustees, not inconsistent with the Town ordinances or state law including all duties heretofore assigned by ordinance to the Town Clerk.
5. Compensation. The Town Administrator shall receive such compensation, as the Board of Trustees shall fix from time-to-time by Resolution.
  6. Vacancy. Any vacancy in the office of the Town Administrator may be filled by majority approval of the Board of Trustees.
  7. Saving Clause. If any section, subsection, or sentence, clause or phrase of this Section 2-303 is for any reason held invalid, such decision or decisions shall not affect the validity of the remaining portions of this Section. All ordinances of the Town prescribing the duties of heads of departments shall remain in full force and effect except in so far as they conflict with the provisions of this Section, in which case the provisions of this Section shall govern.
  8. Repealer. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

**SECTION 2-304 TOWN ATTORNEY, APPOINTMENT AND DUTIES**

The Board of Trustees may appoint a Town Attorney or may secure the services of an attorney or attorneys on a contractual basis when needed. The Town Attorney, when and if appointed, shall be the legal adviser of the Board, all officers, departments and agencies of the town government in matters relating to their official powers and duties. He or she shall represent the Town in proceedings in the courts. The Town Attorney shall perform all services incident to his or her position which may be required by law or ordinance.

#### **SECTION 2-305 HEALTH OFFICER**

The Board of Trustees may appoint a Town Health Officer. The county health officer or any qualified personnel of the state department of health may perform the duties and functions of a Town Health Officer.

#### **SECTION 2-306 OTHER PERSONNEL, APPOINTMENTS, REMOVALS**

1. The Board of Trustees may appoint such other officers and employees as it deems desirable and may determine their compensation by motion or resolution, and may demote, suspend, lay off or remove all such personnel in compliance with due process and other requirements of law.
2. An employee or officer who, after a probationary period as set by the Town Board, is laid off, suspended without pay for more than ten (10) days, demoted or removed may appeal in writing to the Town Board. The appeal must be filed with the Town Clerk for transmittal to the Board within ten (10) days after receipt of the notice of the layoff, suspension, demotion or removal. As soon as practicable thereafter, the Board shall conduct a hearing on the appeal, or give an adequate opportunity therefor, and shall report in writing its findings and recommendations and make its final decision in writing regarding the appellant's layoff, suspension, demotion or removal. If the Board finds that the layoff, suspension, demotion or removal was made in error, it shall veto the layoff, suspension, demotion or removal and order the reinstatement of the employee or officer. Any proceedings of the Board shall be subject to open meeting laws and applicable exceptions provided for executive sessions. Employees or officers on probationary status may be laid off, suspended without pay, demoted or removed at any time without the written statement, hearings and procedures required in this section.

#### **SECTION 2-307 BONDS**

The Town Treasurer and the Town Clerk, and any other officers and employees which the Town Board may designate by ordinance or otherwise, shall give bond for the faithful performance of duties in such amount and form as the board shall prescribe. The Town shall pay the premiums on such bonds. The Town may require the officer to secure the bond within ten (10) days after his or her election or appointment.

*State Law Reference: Officers' bonds, 11 O.S. Section 8-105.*

**SECTION 2-308 SALARIES**

1. The Board of Trustees, Town Clerk, Town Treasurer, and Town Administrator shall serve without compensation. This provision may be amended from time-to-time, but any such amendment shall be made pursuant to, an in accordance with, the laws of the State of Oklahoma.

*State Law Reference: For state law governing compensation of town officers and employees see the following: Elective Officers, Title 11, O.S. § 12-113; Town Clerk, Title 11, O.S. § 12-109; Town Treasurer, Title 11, O.S. § 12-110. For law prohibiting the increase of salary after election or appointment, or during term of office, see Oklahoma Constitution, Art. 23, section 10.*

**SECTION 2-309 COMPENSATION OF EMPLOYEES, NUMBER AND CLASSES OF PERSONNEL**

1. The compensation of all other officers and employees excepting those whose compensation the law requires to be set by ordinance, may be determined by motion or resolution adopted by the Board of Trustees, and may be changed at any time in the same manner.
2. Except as the law provides otherwise, the Board of Trustees may determine or regulate the number and classes of officers and employees.

**SECTION 2-310 SALARIES OF CERTAIN OFFICERS NOT TO BE CHANGED AFTER ELECTION OR APPOINTMENT**

In no case shall the salary or emoluments of any Town officer elected or appointed for a definite term, be changed after his election or appointment or during his term of office unless by operation of an ordinance passed prior to such election or appointment, such being prohibited by the Constitution of the State of Oklahoma. This provision shall not apply to officers chosen for indefinite terms nor to employees.

**SECTION 2-311 OATHS**

1. All officers of the Town, but not employees, are required to take the oath or affirmation of office prescribed by the Constitution of the State of Oklahoma before they enter upon their duties.
2. Both officers and employees are currently required to take and subscribe to the loyalty oath prescribed by state law.

**SECTION 2-312      OFFICERS TO CONTINUE UNTIL SUCCESSORS ARE ELECTED AND QUALIFY**

Every officer who is elected or appointed for a definite term shall continue to serve thereafter until his or her successor is elected or appointed and qualifies, unless his or her services are sooner terminated by resignation, disqualification, removal, death, abolition of the office, or other legal manner.

**SECTION 2-313      APPOINTMENT OF PERSONNEL IN EMERGENCIES**

The Mayor may, in an emergency situation, appoint such other officers and employees as he may deem necessary to protect the health, safety and welfare of the citizens of the Town during the existence of the emergency, subject to the approval of the Board of Trustees as soon as a special meeting or regular meeting can reasonably be called or held therefor. The Board of Trustees may determine the compensation of such emergency employees by motion or resolution and may direct the demotion, layoff or removal of such personnel at the conclusion of such emergency. For the purposes of this section, the term "emergency" shall be defined to mean an unexpected or unforeseen contingency or catastrophic event affecting the health, safety or welfare of the citizens of the Town.