

ORDINANCE 1931

AN ORDINANCE AMENDING CHAPTER 2 ADMINISTRATION,
ARTICLE VII, BOARDS, COMMISSIONS AND COMMITTEES,
DIVISION 1 GENERALLY,
SEC. 2-281. NOMINATING COMMITTEE,
OF THE MUNSTER CODE OF ORDINANCES
PERTAINING TO THE NOMINATING COMMITTEE

WHEREAS, the Town Council of the Town of Munster is the municipal legislative body of the unit; and

WHEREAS, The Town of Munster, its Staff, and consultants have reviewed and recommended various changes to the Munster, Indiana Code regarding Chapter 2, Administration, Article VII Boards, Commissions and Committees, specifically Sec. 2-281 Nominating Committee, of the Munster Code of Ordinances; and

WHEREAS, The Town of Munster, after due deliberation, has concluded that an amendment to Chapter 2 – Administration, §§ 2-281, is appropriate; and

WHEREAS, The Munster Town Council deems it to be in the best interest of the general health, safety, and welfare of the citizens of the Town of Munster to amend Chapter 2 – Administration, §§ 2-281 Nominating Committee, of the Munster Code of Ordinances;

Now, therefore, be it **ORDAINED** by the Town Council of the Town of Munster, Lake County, Indiana as follows:

1. § 2-281 of Chapter 2 – Administration, Article VII Boards, Commissions and Committees, Nominating Committee, of the Munster Code of Ordinances, is hereby repealed and deleted in its entirety and replaced with the following:

Sec. 2-281. – Nominations and Appointments.

(a) Administration.

(1) The clerk-treasurer is to maintain a manual showing present boards, commissions and committees for which nominations are to be made. The manual is to include:

- a. Authorized levels of committee membership, length of terms of office, current expiration dates of existing appointments and any political affiliation requirements that may be required under Indiana Statute.
- b. A reference to the specific ordinances or resolutions which establish and/or outline duties of each board, commission, or committee.
- c. Statement of the responsibilities of each board, commission, or committee.

(2) The town council is to make it well known publicly, through the press and through other means, the need for recommendations for nominations. The town will supply stationery and postage as is necessary. Application forms can be given out individually or can be sent out by the clerk-treasurer's office.

(3) The file is to be retained by the clerk-treasurer's office.

(b) Confidentiality and communications.

(1) All transactions of the town council concerning nominations and appointments shall be confidential to the extent they are personnel matters. All meetings are considered executive sessions to the extent they are eligible. Applicable state laws and the Munster "Open Door Sunshine Law Adopting Policy" shall be met.

(c) Effective Date.

(1) This section shall be effective immediately upon passage.

Now, therefore, be it **ORDAINED** that the above-referenced Ordinance is hereby enacted.

ORDAINED and ADOPTED by the Town Council of the Town of Munster, Indiana, on the ____ day of January 8, 2024, by a vote of ____ in favor and ____ opposed.

**TOWN COUNCIL OF THE TOWN OF MUNSTER,
LAKE COUNTY, INDIANA**

_____, President

ATTEST:

Wendy Mis, Clerk-Treasurer