

CERTIFICATE
Establishing the Proposed Form of Government
for Manhattan

Upon approval of the majority, the government of Manhattan shall be organized under the following provisions of Section 47A-3-207.

- (1)
- (2)
- (3) (a)
- (3) (b)
- (3) (c)
- (3) (d)
- (3) (e)
- (4)
- (5)
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- (6) (a)
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- (6) (f)
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- (6) (h)
- (6) (i)
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- (6) (k)
- (6) (l)
- (7)
- (8)
- (9)
- (9) (a)
- (9) (a) (i)
- (9) (b)
- (9) (b) (ii)
- (10)
- (11)
- (11) (a)

We, the Study Commission of Manhattan, do hereby certify that this is the Proposed Plan of Government, approved by the Study Commissioners of Manhattan.

In testimony whereof, we set our hands. Executed at Manhattan, Montana, this 8th day of March, 1976.

Local Government Study Commissioners
Douglas R. Heavner
Joe Braley
Dean Mitchell

MAYOR-COUNCIL [Existing]

TOWN MEETING [Proposed]

COMMENTS

**DESCRIPTION OF THE PROPOSED FORM OF GOVERNMENT FOR
MANHATTAN, MONTANA
TOWN MEETING FORM**

47A-3-207

(1) The Town Meeting form consists of an assembly of the qualified electors of a town (know as the Town Meeting) an elected Town Chairman, who shall be a qualified elector and an elected town meeting moderator. The Town Meeting form may be adopted only in incorporated cities or towns of less than two thousand (2000) persons as determined by the most recent decennial census conducted by the United States bureau of census, unless a more recent enumeration of inhabitants be made by the state, in which case such enumeration shall be used for the purpose of this section. Any unit of local government which adopts this form may retain it even though its population increases to more than two thousand (2000).

(2) All legislative powers of the Town shall be vested in the Town Meeting. The Town Meeting may enact rules, resolutions and ordinances.

(3) Towns adopting this form: the first meeting will occur on May 2, 1977, and subsequent annual Town Meetings on the first Tuesday of March. Special Town Meetings may be called by the Town Chairman or upon petition of ten percent (10 percent) of the qualified voters of the town, but in no case by less than ten (10) qualified voters.

(b) All qualified electors of the town may attend the Town Meeting, take part in the discussion and vote on all matters coming before the Town Meeting. Others may attend but shall not vote nor take part in the discussion except by a majority vote of the Town Meeting.

(c) A quorum shall consist of at least ten percent (10 percent) of the qualified electors of the Town but a higher quorum requirement may be established by a majority vote of the Town Meeting.

(d) The election of town officials shall be non-partisan and shall be by a plurality of those qualified electors present and voting. All other voting in the town meeting shall be by a simple majority of those qualified electors present and voting.

(e) Election of officials shall be by secret ballots. Other voting shall be by secret ballot upon the request of at least five (5) members of the town meeting.

(4) An agenda of the Town Meeting and a list of all elective and appointive offices to be filled shall be prepared by the town chairman who shall post notices at least two (2) weeks prior to the convening of all annual and special Town Meetings. Upon written petition of at least ten percent (10 percent) of the qualified electors of the town, but not less than ten (10) qualified electors, the town chairman shall insert a particular item or items in the agenda for the next annual or special Town Meeting. The Town Meeting agenda may include an item entitled "Other Business" under which any matter may be considered by the Town Meeting except no matter dealing with finances or taxation shall be considered under "other business."

(5) The Town Meeting shall elect a town chairman for a term of not less than one (1) year or more than two (2) years. An unexpired term of a town chairman shall be fixed at the next annual or special Town Meeting.

(6) The town chairman shall be the chief executive officer of the town and he shall:

(a) Enforce laws, ordinances and resolutions

(b) perform duties required by him by law, ordinance or resolutions.

(c) administer the affairs of the town

(d) prepare the town meeting agenda

(e) attend all annual and special Town Meetings

(f) recommend measures to the Town Meetings;

(g) report to the town on the affairs and financial condition of the town.

(h) execute bonds, notes, contracts and written obligations of the town,

subject to the approval of the town.

(i) appoint, with the consent of the Town Meeting, members of all boards and appoint and remove all employees of the town.

(j) prepare the budget and present it to the town meeting for adoption

(k) exercise control and supervision of the administration of all

departments and boards

(7) Compensation of the town chairman shall be established by ordinance but shall not be reduced during the current term of the Town chairman.

(8) Permanent committees to advise the town chairman and/or the Town Meeting may be established and dissolved by ordinance. The Town chairman may establish temporary committees to advise him.

(9) The plan of the government submitted to the qualified electors shall further define the structural characteristics of the form by

(a) The Town Meeting shall:

(a) (1) elect a Town Meeting moderator for a term of one (1) year who shall be the presiding officer of all annual and special Town Meetings but who shall have no other governmental powers.

(b) (ii) may appoint an administrative assistant to assist him in the supervision and operation of the affairs of the town. The administrative assistant shall be answerable solely to the town chairman and the town chairman may delegate powers to the administrative assistant at his discretion.

(10) The first agenda of the first Town Meeting following the adoption of this form shall be established by the Local Study Commission. At that Town Meeting the chairman of the Local Study Commission shall preside over the election of the presiding officer of the town after which the presiding officer of the town shall preside.

(11) The plan of government submitted to the qualified electors shall determine the powers of the local government unit by authorizing:

(a) General Government Powers.