

(Please Use this Form for Filing your Local Law with the Secretary of State)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County of ONTARIO  
~~City~~  
~~Town~~  
~~Village~~

Local Law No. Nine of the year 19 77

A local law amending local law no. 3, 1975, entitled "A Local Law to  
(insert title)  
establish the Office of County Administrative Assistant for County of  
Ontario."

Be it enacted by the Board of Supervisors of the  
(Name of Legislative Body)

County of Ontario, New York as follows:  
~~City~~  
~~Town~~  
~~Village~~

Section 1. Local Law No. 3 of the year 1975 entitled, "A Local Law to Establish the Office of County Administrative Assistant for the County of Ontario," is amended as follows:

Section 1. Legislative Intent. The County of Ontario, during the past decade, due, among other things, to the influx of new residents, has been experiencing an increase in population. This, coupled with mandated programs and a greater expectation by its citizens that their government will continue to provide a responsive and responsible approach to the day by day handling and management of their affairs, all of which has resulted in the creation of additional departments, committees and agencies of county government, while others have been expanded; it has become increasingly necessary for the Board of Supervisors to thoroughly investigate proposals for new projects and functions of county government.

This Board of Supervisors recognizes that its responsibility does not end with the adoption of a resolution, passing of a local law or with any other manifestation of its legislative power, but that it is of equal importance that it provides for the proper administration

(If additional space is needed, please attach sheets of the same size as this and number each)

of county government and to insure that the acts and policies enunciated by the Board of Supervisors are carried out in a uniform manner by various agencies of county government. It has become apparent that the several agencies, departments, commissions and committees, beside lacking a degree of coordination in providing service to the people of the County of Ontario, have no direct liaison with each other or with the Board of Supervisors, and that the Board of Supervisors must assume more efficient administrative control over the several boards, agencies, departments and advisory committees which have been or will be established to serve the needs of county government.

It is not the purpose or intent of the Board of Supervisors in the adoption of this local law to in any way change the present structure of county government or to in any manner delegate to any department or to any other officer or employee of county government any legislative function.

Section 2. County Administrator, Appointment; term. On or after January 1, 1976, there shall be a County Administrator, who shall be appointed by the Board of Supervisors. The initial term of appointment shall be for a period of three years, commencing January 1, 1976, and expiring on December 31, 1978. All terms subsequent to December 31, 1978, shall be for two years. The County Administrator shall be directly responsible to and serve at the pleasure of the Board of Supervisors.

Section 3. Powers and Duties. The County Administrator shall, as herein provided, act as agent of the Board of Supervisors. Within the limits of his authority, he shall be responsible for the overall administration of county government and shall provide and coordinate a full range

of staff services to the Board of Supervisors and its various committees. He shall coordinate the activities of the several officers, employees, agents, departments, boards, agencies and committees, so that the policies and programs enunciated by this Board of Supervisors, as well as programs mandated by other governmental authority are implemented at minimal expenditure and with maximum benefit to the citizens served. He shall perform all of the duties now and hereafter conferred or imposed upon him by law and as directed by the Board of Supervisors and shall have all the powers and perform all the duties necessarily implied or incidental thereto. Among such powers and duties, the County Administrator shall:

- (a) appoint such assistants and staff within his office as may be authorized by the Board of Supervisors, subject to its approval;
- (b) work in conjunction and cooperate with the administration of all units of county government as authorized by the Board of Supervisors;
- (c) Execute and enforce, as authorized by the Board of Supervisors, all local laws, legalizing acts, ordinances and resolutions of the Board of Supervisors and all other acts required by operation of law;
- (d) recommend to appropriate committees of the Board of Supervisors, for appointment by the Board of Supervisors, the following:
  - (1) Commissioner of Human Affairs
  - (2) Public Health Administrator
  - (3) Superintendent of Highways
  - (4) Commissioner of Social Services
  - (5) Such other officers, department heads and employees as the Board of Supervisors shall designate either by Local Law or Resolution.

- (e) oversee the physical property of the county, be responsible for the custodial care of all county buildings, exercise general supervision over all county institutions and agencies except as otherwise required by law, coordinate the various administrative activities of the county and unify the management of its affairs, or cause all such responsibilities to be executed and performed;
- (f) prepare and update annually, in advance of the submission of a proposed budget, an inventory of all real and personal property of the county, including statements of standard use and condition of each item, copies of which shall be made available to all units of county government;
- (g) sell or lease surplus, obsolete and unused supplies, materials and equipment, under such rules and regulations as the Board of Supervisors may require;
- (h) attend meetings of the Board of Supervisors and its committees and such special meetings as it may direct and recommend such measures he may deem appropriate;
- (i) participate as authorized by the Board of Supervisors in the conduct of collective negotiations with organized employees' representatives;
- (j) have such other powers and perform such other duties as may now or hereafter be conferred or imposed upon him by resolution of the Board of Supervisors.

Section 4. Appointments by the County Administrator;

Revocation. Every appointment, as authorized by the Board of Supervisors, by the County Administrator shall be in writing and reported to the Civil Service Commission.

Each appointee shall enter upon the duties of his office immediately upon approval of the Board of Supervisors. Revocation of appointment, as authorized by the Board of Supervisors, shall be in writing and reported to the Civil Service Commission.

Section 5. Acting County Administrator; Designation;

Powers and Duties. The Chairman of the Board of Supervisors shall be first in line of succession to the office of Acting County Administrator in the event of the County Administrator's absence from the county or inability to perform and exercise the powers and duties of his office. In the event of the Chairman's inability to serve as Acting County Administrator, the Chairman, with the approval of the Board of Supervisors, shall appoint an Acting County Administrator from among the heads of units of county government. In no event, may a person serve as Acting County Administrator for a period greater than 60 days in any calendar year unless authorized by the Board of Supervisors. The Acting County Administrator shall have all the powers and duties of the County Administrator during the period of his designation or until a new County Administrator shall be appointed pursuant to law and shall qualify to assume that office.

Section 6. Separability. If any clause, sentence, paragraph or section of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not impair or invalidate the remainder hereof, but shall be confined in its operation to the clause, sentence, paragraph or section directly involved in the controversy in which judgment shall have been rendered.

Section 2. Effective Date. This local law shall take effect upon its being duly filed as provided by the Municipal Home Rule Law.

(Complete the certification in the paragraph which applies to the filing of this local law and strike out the matter therein which is not applicable.)

1. (Final adoption by local legislative body only.)

(9)  
Nine of 19 77

I hereby certify that the local law annexed hereto, designated as local law No.            of 19 77  
County of Ontario was duly passed by the Board of Supervisors  
~~City of~~ ~~Town of~~ ~~Village of~~   
(Name of Legislative Body)  
on December 8, 19 77 in accordance with the applicable provisions of law.

2. (Passage by local legislative body with approval or no disapproval by Elective Chief Executive Officer, \* or repassage after disapproval.)

I hereby certify that the local law annexed hereto, designated as local law No.            of 19         
County             
City of            was duly passed by the             
Village            (Name of Legislative Body)  
on            19        and was approved not disapproved  
repassed after disapproval            by the            Elective Chief Executive Officer \*  
and was deemed duly adopted on            19       , in accordance with the applicable provisions of law.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No.            of 19         
County             
City of            was duly passed by the             
Town            (Name of Legislative Body)  
Village             
on            19        and was approved not disapproved  
repassed after disapproval            by the            Elective Chief Executive Officer \*  
on            19       . Such local law was submitted to the people by reason of a mandatory referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the special election held on            19       , in accordance with the applicable provisions of law.

4. (Subject to permissive referendum, and final adoption because no valid petition filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No.            of 19         
County             
City of            was duly passed by the            (Name of Legislative Body) On            19        and was approved not disapproved by the            Elective Chief Executive Officer \* repassed after disapproval            on            19       . Such local law being subject to a permissive referendum and no valid petition requesting such referendum having been filed, said local law was deemed duly adopted on            19       , in accordance with the applicable provisions of law.

\*Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairman of the county legislative body, the mayor of a city or village or the supervisor of a town, where such officer is vested with power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as local law No. .... of 19 ..... of the City of ..... having been submitted to referendum pursuant to the provisions of § 36 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the special election held on ..... of 19 ..... became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as Local Law No. .... of 19 ..... of the County of ..... State of New York, having been submitted to the Electors at the General Election of November ....., 19 ....., pursuant to subdivisions 5 and 7 of Section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and of a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

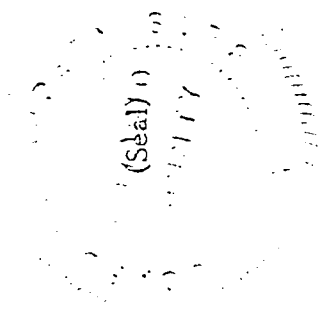
(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph ..... above.

William C. Bode

Clerk of the County legislative body, City, Town or Village Clerk or officer designated by local legislative body

Date: December 12, 1977



47-276

(Certification to be executed by County Attorney, Corporation Counsel, Town Attorney, Village Attorney or other authorized Attorney of locality.)

STATE OF NEW YORK  
COUNTY OF .....  
ONTARIO

I, the undersigned, hereby certify that the foregoing local law contains the correct text and that all proper proceedings have been had or taken for the enactment of the local law annexed hereto.

..... Signature  
County Attorney  
..... Title

Date: December 12, 1977  
County of Ontario  
City of Westchester  
Village of Westchester