# Title 1   TOWN OFFICIALS

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## Chapter 1.04   COMPENSATION

Sections:

[1.04.010 Marshal, clerk-treasurer and attorney.](#BK_F0EDE4360904EF2636A71CEF40E47E7A)

[1.04.020 Council.](#BK_26938C394B1F8E23EC01E5F60E6BC8BD)

[1.04.030 Mayor.](#BK_E2EA55AD9A32E4454AD4AFA89A9C27B2)

[1.04.080 Fire chief.](#BK_E1BDA5F3E7D200CB2521D124576D069B)

1.04.010   Marshal, clerk-treasurer and attorney.

A.  The salaries of the town marshal, clerk-treasurer, and attorney shall be set by resolution by the town council.

B.  The town will pay the marshal's hospital and medical insurance.

(Ord. 443 §1, 1986; Ord. 346 §3, 1974).

1.04.020   Council.

The salary of the town council members shall be the sum of sixty dollars per month. This salary shall be paid quarterly from the current expense fund.

(Ord. 540 §1, 1999: Ord. 438 §4, 1985).

1.04.030   Mayor.

The salary of the town mayor shall be the sum of one hundred seventy-five dollars per month. This salary shall be paid quarterly from the current expense fund.

(Ord. 573 §1, 2005: Ord. 540 §2, 1999: Ord. 438 §5, 1985).

1.04.080   Fire chief.

The salary of the chief of the Oakesdale fire department shall be the sum of ten dollars per month.

(Ord. 332 §2, 1973).

## Chapter 1.08   DUTIES

Sections:

[1.08.010 Clerk-treasurer.](#BK_A217C9AE316C9F2A5DEF658C92BB3960)

[1.08.020 Attorney.](#BK_C557CD7741EB90C67E74B2BC055A649C)

[1.08.030 Marshal.](#BK_799FA0CE480C562CE2097C181617B6CE)

[1.08.040 Mayor.](#BK_93EF62B4643369B1829D6F04B8FA6764)

1.08.010   Clerk-treasurer.

A.  The office of town treasurer is consolidated into the office of town clerk. Pursuant to the provisions of RCW 35.27.19, the office shall become the office of clerk-treasurer, and the clerk-treasurer shall exercise all the powers and perform all the duties required by statute and ordinance to be performed by the treasurer and the clerk.

B.  The office of clerk-treasurer shall be an appointive office, the person appointed thereto to hold at the pleasure of the mayor.

C.  The duties of the town clerk-treasurer shall be:

1.  Duties prescribed by RCW 35.27.220 and 35.27.230 now and as they may be hereafter amended;

2.  The preparation and handling of monthly water bills.

D.  It shall be the duty of the town clerk-treasurer to receive and safely keep all moneys which shall come into his hands as treasurer, for all of which he shall give duplicate receipts, one of which shall be filed with the town clerk. The clerk-treasurer shall pay out said money on warrants signed by the mayor and countersigned by him, and not otherwise. The clerk-treasurer shall make monthly settlements.

(Ord. 409 §§1, 2, 1983; Ord. 393 §1, 1982; Ord. 198 §1, 1924).

1.08.020   Attorney.

a)  It shall be the duty of the attorney to advise the town council and officers in all legal matters pertaining to the business of the town and to represent the town in all claims, contests, disputes and proceedings affecting the town.

b)  The council may at any time employ other or special attorneys to take charge of special matters and assist the town attorney.

(Ord. 241, §2; 2-05-1940)

c)  In addition to the duties prescribed by the statutes of the State of Washington, the Town Attorney is hereby authorized to prosecute all civil and criminal actions instituted by the said town of Oakesdale, in any of the Justice Courts of Whitman County, State of Washington, or the Police Court of said Town. In all criminal cases so prosecuted by him, he shall be allowed an attorney fee of not less than five dollars, nor more than fifty dollars, according to the gravity of the offense charged, which on conviction shall be assessed to the defendant as part of the costs of the action.

(Ord. 58, §§1 and 2; 12-19-1892).

1.08.030   Marshal.

The duties of the town marshal shall be:

A.  Duties prescribed by RCW 35.27.240 now and as it may be hereafter amended;

B.  Duties of the park superintendent, water superintendent and street superintendent;

C.  The inspection and care of all public sidewalks in the town;

D.  To enforce all ordinances relating to the construction, equipment, management and conditions of all property within the town;

E.  To supervise the construction or reconstruction of all buildings;

F.  The report monthly to the mayor or town council regarding the condition of the town or village on all matters pertaining to fire prevention.

(Ord. 400 §3, 1982; Ord. 389 §3, 1981; Ord. 255 §28, 1944; Ord. 150 §1, 1916).

1.08.040   Mayor.

The duties of the mayor shall be those duties prescribed by RCW 35.27.160 now and as it may be hereafter amended.

(Statutory)

## Chapter 1.12   BOND REQUIREMENTS

Sections:

[1.12.010 Marshal.](#BK_0BB982CEB83D4BA503CDB5F3A6AD7A65)

[1.12.020 Clerk, Treasurer, Police Judge.](#BK_CA925327ACFC292BF34520A08A1EA5C9)

1.12.010   Marshal.

a)  Before entering upon his duties, the Marshal shall execute a bond in favor of the town of the sum of $1,000.00, conditioned for the faithful performance of his

b)  He shall also take and file with the clerk his oath of office.

(Ord. 254, §5; 8-02-1943)

1.12.020   Clerk, Treasurer, Police Judge.

a)  Before entering upon the duties of their respective offices, the town clerk, the town treasurer, and the police judge shall give a good and sufficient bond with two or more sureties in the sum hereinafter specified, running to the Town, and conditioned for the faithful performance of their respective duties and to account honestly to the town for all monies belonging to the town coming into their hands by virtue of such office:

the town clerk, a bond of $300.00

the town treasurer, a bond of 3,000.00;

the police judge, a bond of 300.00.

(Ord. 74, §6; 6-03-1895)

b)  Each such officer shall file with a clerk their respective oaths of office.

## Chapter 1.16   TOWN OFFICERS—MISCELLANEOUS

Sections:

[1.16.010 Reimbursement for expenses.](#BK_D9816A53889A3EB610BA958FE73B789A)

1.16.010   Reimbursement for expenses.

a)  The mayor and council members will be reimbursed for actual expenses incurred in the discharge of their official duties upon presentation of a claim therefor for reimbursement and its approval and allowance by resolution of the council.

(Ord. 323, §3; 1-01-1972)

## Chapter 1.20   VOLUNTEER FIRE DEPARTMENT

Sections:

[1.20.010 Department established.](#BK_7D660311A976E800B901A2694DEBA5BA)

[1.20.020 Department officers.](#BK_4F104B6CBD27DCCA21F2356B71FEAE51)

[1.20.030 Department members.](#BK_77F8B20C32C7B4B2B6B5525FE5317A7D)

[1.20.040 Duties of Fire Chief.](#BK_87402E08610ECA2F979DFB91E8626883)

[1.20.050 Meetings.](#BK_4D47005DA7C9EB298CD771949E2F4766)

[1.20.060 Compensation.](#BK_4F355D0E9F86BC51179C87D38B7FB186)

[1.20.070 Absence.](#BK_274C32A636B15802B1DF38C819120212)

[1.20.080 Internal regulations.](#BK_150ECE34C3C8AE0A65C04627A5A4A5DB)

[1.20.090 Removal.](#BK_02F779BC0ACB55F8F60A3BF1130A1F8A)

1.20.010   Department established.

There is established a Volunteer Fire Department in and for the Town.

(Ord. 226, §1; 12-16-1935)

1.20.020   Department officers.

The officers of such fire department shall be a Fire Chief and Assistant Fire Chief, both of whom shall be elected by the bona fide members of the Fire Department and approved by the Town Council.

(Ord. 236, §1; 12-06-1937)

1.20.030   Department members.

a)  The membership of the Volunteer Fire Department shall not exceed 25 members, including the Fire Chief and the Assistant Fire Chief. The membership of said department may be drawn from residents of the Town and of Whitman County Rural Fire District No. 10, which is served by said department.

(Ord. 301, §1; 4-05-1965)

b)  The Fire Chief shall submit a list of such volunteers to the Town Council for confirmation at a regular meeting of the Council. When so confirmed, they shall constitute the membership of the Fire Department in addition to the Fire Chief and his assistant.

(Ord. 234, §1; 6-21-1937)

1.20.040   Duties of Fire Chief.

It shall be the duty of the Fire Chief and in his absence, or if he be incapacitated, his Assistant Fire Chief to have charge and supervision of all fire trucks, fire hose, and all other fire fighting equipment, and to keep the same in good order and in a high state of efficiency and to have full charge and control of the same and the manner of the operation and use thereof at all fires occurring in said town and requiring the use of such equipment; and, he shall designate two qualified members of such Fire Department to act as driver and assistant driver of said Fire Truck.

(Ord. 226, §4; 12-16-1935)

1.20.050   Meetings.

The members of the Fire Department shall hold meetings once each month at a time and place to be fixed by the Council, at which meetings they shall examine all fire fighting equipment, discuss any and all matters of interest to the Fire Department and methods of preventing and fighting fires, and any ways and means of increasing the efficiency thereof. In addition, the Fire Department shall make occasional trial runs to designated places, and shall practice connections of fire hose, and the use and management of all fire equipment. Meetings shall be of not less than one hour in duration.

(Ord. 226, §5; 12-16-1935)

1.20.060   Compensation.

For each meeting of the Fire Department attended by members thereof, the Town shall pay to each and every member so attending and performing his duties as such member the sum of Fifty Cents for each and every meeting so attended. The Fire Chief or his Assistant shall furnish to the Town Council at its first meeting of each month a verified statement of the pay roll of the Fire Department for such meetings so held as aforesaid, showing the meetings actually attended by each member of the Fire Department. That pay roll shall be then considered and allowed as other claims are audited and allowed by the Town Council. A warrant or warrants shall be issued in payment thereof. The Fire Chief or his Assistant shall report to the Council the condition of the fire equipment the efficiency of the members.

(Ord. 226, §6, 12-16-1935)

1.20.070   Absence.

Any regularly enlisted member of the Volunteer Fire Department absenting himself from any of its regular meetings, or who shall fail to respond to any fire alarm and actively assist in subduing any fire, or who shall fail to assist in caring for any or all of said fire fighting equipment, shall receive no compensation. For the second failure to attend any regular meeting, or to respond to a fire alarm and to aid in subduing any fire, unless excused by the Fire Chief, shall be dismissed from the Fire Department. The Fire Chief, for good cause shown, may excuse any member from any regular meeting, and for failure to respond to a fire alarm, or the performance of any other duties required of the members, which excuse shall be in writing, and such excused member shall not then be deemed absent except for purposes of compensation.

(Ord. 226, §7; 12-16-1935)

1.20.080   Internal regulations.

The members of the Fire Department may make all necessary, reasonable rules and regulations for governing its affairs and conducting its meetings as shall not conflict with this Ordinance and any regulations prescribed by the Town Council.

(Ord. 226, §8; 12-16-1935)

1.20.090   Removal.

The Town Council at any regular meeting may remove any and all members of the Volunteer Fire Department be it deemed for the good of the service.

(Ord. 226, §9; 12-16-1935)

(Cross reference -  3.32.180 (Ord. 338, Sec. 19[1]) - fire department to inspect for compliance with litter control ordinance.)

## Chapter 1.24   COUNCIL COMMITTEES

Sections:

[1.24.010 Fire and water committee.](#BK_F821B6C48E8F3911013CF16648E75772)

[1.24.020 Trustees of Volunteer Fireman's Fund.](#BK_3FA982B0E0DED78BCA1089F1CD4D77AD)

1.24.010   Fire and water committee.

The Fire and Water Committee shall constitute the Water Committee which shall have authority to decide any question which may arise and which is not fully covered by any provisions contained in Ordinance 194, and their decision in such cases shall be final.

(Ord. 194, §27; 4-06-1923).

1.24.020   Trustees of Volunteer Fireman's Fund.

a)  There is hereby created and established, pursuant to law, a board of trustees of the Volunteer Fireman's Relief and Compensation Fund, which board shall consist of the Mayor, the Town Clerk, one duly elected, qualified and acting Councilman to be chosen by the Mayor and the choice to be approved by the Council, the Chief of the Fire Department, and one member of the Fire Department elected by its members of said department and when so chosen by said department, notice of such election and choice shall be filed with the Town Clerk.

(Ord. 233, §1; 6-21-1937)

b)  When so established and organized, said board of trustees shall perform all duties prescribed by law.

(Ord. 233, §2; 6-21-1937)

## Chapter 1.28   PLANNING COMMISSION

Sections:

[1.28.010 Planning commission established.](#BK_5D03A8916FA6A77461BBF7054181BEF0)

[1.28.020 Term of Office.](#BK_A9CF690903667E96DC766455F3E4C86D)

[1.28.030 Vacancies, removal.](#BK_DB18DD999586ECB2D4F2AD6FB2A2EFA6)

[1.28.040 Reimbursement.](#BK_EDD833853F08DEDFA0087DF9F27ACC7C)

[1.28.050 Powers and duties.](#BK_1FB793E8FBD73B6478B547AAB46F13AE)

[1.28.060 Referrals.](#BK_FC0D0A4A1A4213801778D694E9A64ADA)

[1.28.070 Additions and dedications.](#BK_29EB27A045E530723D43DCFF1FB93BEF)

[1.28.080 Commission Secretary.](#BK_CEB716021A868F407EBF3A7AD0B8FD7F)

[1.28.090 Quorum.](#BK_AC87CE57975DF6D81D4D9B332F919925)

[1.28.100 Annual Report.](#BK_6366BBAF8A0C4B15566A21AD9AF73797)

1.28.010   Planning commission established.

(a)  Pursuant to the authority conferred by Chapter 44, Laws of Washington of 1935, as amended (Ch. 35.63 RCW, as amended), there is hereby created a Town Planning Commission, consisting of 9 members, who shall be appointed by the Mayor and confirmed by the Town Council.

(Ord. 378, §1; 1-7-1980).

(b)  The members shall be selected without respect to political affiliations and they shall serve without compensation.

(Ord. 378, §1; 1-7-1980).

1.28.020   Term of Office.

The term of office for the first appointive members appointed by the Mayor shall be designated from one to six years to expire in rotation on the second Monday in January in each succeeding year so that the fewest possible terms will expire in any one year. Thereafter, the term of office for each appointive member shall be six years.

(Ord. 378, §1; 1-7-1980).

1.28.030   Vacancies, removal.

Vacancies occurring otherwise than through the expiration of terms shall be filled for the unexpired terms. Members may be removed, after public hearing, by the Mayor, with the approval of the Town Council, for inefficiency, neglect of duty, or malfeasance in office. Notice of the charge and pendency of the hearing with respect to the removal of a member of the Planning Commission shall be given by mail addressed to the residence of the accused member at least five days before the date of said hearing.

(Ord. 378, §1; 1-7-1980)

1.28.040   Reimbursement.

Planning commission members may be reimbursed for expenses necessarily incurred in performing their official duties.

(Ord. 378, §1; 1-7-1980)

1.28.050   Powers and duties.

The Planning Commission shall have all of the powers and perform each and all of the duties specified in said Chapter 44, Laws of 1935, as amended (Ch. 35.65 RCW, as amended).

(Ord. 378, §2; 1-7-1980).

1.28.060   Referrals.

The Town Council may refer to the Planning Commission, for its recommendation and report, any ordinance, resolution or other proposal relating to any of the matters and subjects referred to in said Chapter 44, Laws of 1935, as amended (Ch. 35.63 RCW, as amended) and the Commission shall promptly report to the Council thereon, making such recommendations and giving such counsel as it may deem proper in the premises.

(Ord. 378, §3; 1-7-1980).

1.28.070   Additions and dedications.

All plots or plans of subdivisions of land within the Town or Proposed additions, as well as dedications of streets and alleys, offered to the Town Council for acceptance shall first be submitted to the Planning Commission for its recommendation and report, which report shall be made to the Council within thirty (30) days after submission, or at such earlier date as the Council shall direct.

(Ord. 378, §4; 1-7-1980).

1.28.080   Commission Secretary.

The Planning Commission may designate one of its members to act as secretary without salary, or, if requested by the Commission, the Mayor shall designate a member of the paid staff of the Town to serve as such secretary, who shall serve without additional compensation.

(Ord. 378, §5; 1-7-1980).

1.28.090   Quorum.

A majority of the membership of the Planning Commission shall constitute a quorum for the transaction of business. Any action taken by a majority of those present when those present constitute a quorum, at any regular or special meeting of the Planning Commission, shall be deemed and taken as the action of the Commission.

(Ord. 378, §6; 1-7-1980)

1.28.100   Annual Report.

The Planning Commission, at or before its first regular meeting in February of each year, shall make a full report in writing to the Town Council of its transactions and expenditures, if any, for the preceding year, with such general recommendations as to matters covered by its prescribed duties and authority as may seem proper to it.

(Ord. 378, §7; 1-7-1980).

## Chapter 1.32   MUNICIPAL COURT

Sections:

[1.32.010 Town court system established.](#BK_6D2B6BD0E1904B2A32EB4BD721094013)

1.32.010   Town court system established.

Title 3, Chapter 50 of the Revised Code of Washington, as amended by Chapter 258, Laws of 1984, is adopted by reference as if set forth here in full.

(Ord. 413 §1, 1984).

## Chapter 1.36   EMPLOYEE INDEMNIFICATION

Sections:

[1.36.010 Town assumption of risk and indemnification.](#BK_0083F331F491F7B43F5C338C445699F8)

[1.36.020 Conditions for indemnification.](#BK_6DEECC53AB3B7954F6260234A550C974)

1.36.010   Town assumption of risk and indemnification.

The town of Oakesdale shall assume the risk, indemnify and hold harmless all of its officers, agents and employees, whether appointed or elected, paid or volunteer, and full or part-time, from and against any and all liability, damage, loss, cost and expense which may accrue to or be sustained by any such officer, agent or employee on account of any claim, suit or action made or brought against any officer, agent or employee for the death of or injury to persons or destruction of property sustained in connection with, arising from or related to the conduct and furtherance of municipal activities, purposes, duties and affairs of the town of Oakesdale.

(Ord. 439 §1, 1985).

1.36.020   Conditions for indemnification.

The assumption of risk, indemnification and hold harmless provisions adopted in this chapter shall apply whether the liability, loss or damage is caused by, or arises out of, the negligence or intentional acts of such officer, employee or agent; provided, that such person acted in good faith on behalf of the town of Oakesdale and within a reasonable time notifies the town of Oakesdale of any such claim made if such becomes known.

(Ord. 439 §2, 1985).