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Duties, powers of the mayor

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DUTIES AND POWERS OF THE MAYOR

Illinois Municipal Code

Make Appointments

- Make appointments to all non-elective offices (65 ILCS 5/3.1-30-5)
- Appoints all officers of the Village, with the consent of the council, unless otherwise specifically provided by statute (65 ILCS 5/3.1-30-5)
- May appoint acting officers and remove acting officers
- May remove any appointed officer on any formal charge prior to the end of that officer's term whenever he believes that the interests of the municipality demand removal

(65 ILCS 5/3.1-35-10)

Executive Officer of Village

- The President (of a Village) may also be referred to as the Mayor (65 ILCS 5/1-1-2.1)
- Performs all of the duties prescribed by law, including municipal ordinances and is required to see that the laws and ordinances are faithfully executed

(65 ILCS 5/3.1-35-5)

- Has general supervisory powers and duties (65 ILCS 5/3-12-2)

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- Is required to give the council information concerning the affairs of the city
- May exercise powers conferred by law upon sheriffs in order to suppress disorders and keep the peace (65 ILCS 5/3.1-35-25)
- May call every inhabitant of the city over the age of 18 years to aid in enforcing the laws and ordinances (65 ILCS 5/3.1-35-25)
- May call out the militia to aid in suppressing riots and other disorderly conduct, and to aid in carrying into effect any law or ordinance, subject to authority of the governor

(65 ILCS 5/3.1-35-25)

- Presides over the council or board's deliberations and casts a vote in the event of a tie or where a vote greater than a majority of the corporate authorities is required
- (65 ILCS 5/3.1-40-30)
- Is responsible for seeing that all laws and ordinances are enforced, the Mayor is, in effect, the administrative superior of all officers and employees, other than the alderman

(65 ILCS 5/3.1-10-40)

- Has the power and obligation to assure that all administrative officers and employees perform their duties properly (65 ILCS 5/3.1-35-20)
- May veto all ordinances or any motion or resolution which creates a liability against the municipality or provides for the expenditure or appropriation of funds

(65 ILCS 5/3.1-40-45)

- A veto must be reported to the council with reasons at the next regular meeting of the city council occurring not less than five days after passage (65 ILCS 6/3.1-40-50)
- May release any person imprisoned for violating a city ordinance but must report the release with the reasons to the council at its first session after the release

Liquor Control Commissioner

- The Mayor is the local liquor control commissioner with power to enforce all laws relating to the subject (235 ILCS 5/4-2)
- May examine applicants for liquor licenses to determine their qualifications and hold hearings on alleged violations (235 ILCS 5/4-5)
- May issue and revoke licenses for violations and suspend a liquor dealer's license

(235 ILCS 5/4-4, 5/7-5)

- Can develop rules and regulations for the operation of licenses, but the types of licenses which may be issued, the number of licenses and license fees are within the prerogative of the council or board

President Officer

- Opens the session
- Calls the members to order
- Announces the business before the council in the order in which it is to be acted upon
- Recognizes members entitled to the floor
- States and puts to vote all questions which are regularly moved or necessarily arise in the course of proceedings
- Announces the result of the vote
- Allows appeals from his rulings as chairman of the meeting
- Protects the council from frivolous or dilatory action
- Restrains the members when engaged in debate

- Keeps the proceedings generally within the rules of order
- May require the council room to be cleared in cases of disturbances or disorderly conduct
- Assists in expediting business in every way compatible with the rights of the council

Managing Officer

- Assumes leadership in improving the caliber of the government of the municipality
- By position, lead in properly providing for the safety, health and welfare of the citizens of the community
- Provide leadership in the fulfillment of essential municipal goals
- Take an active leadership position in risk management
- Coordinate all the activities of the municipality and the various boards, commissions and officers
- Exercise leadership, diplomacy, perception and patience

Signatory Responsibilities

- May designate another to affix his or her signature to any written instrument that requires the Mayor's signature

Right to Vote

- May vote where the vote of the trustees has resulted in a tie
- May vote where one-half of the trustees elected have voted in favor of an ordinance, resolution or motion, even though there is no tie vote
- May vote where a vote greater than a majority of the corporate authorities is required by State statute or local ordinance to adopt an ordinance (65 ILCS 5/3.1-40-30)