

Chapter 1.02

General Provisions

Section 1. This code of ordinances shall be known as The Howard Lake City Code and may be so cited.

Section 2. Additions. New ordinances proposing amendments or additions to the code shall be assigned appropriate code numbers and shall be incorporated into the code as of their effective date. Reference or citation to the code shall be deemed to include such amendments and additions. When an ordinance is integrated into the code, there may be omitted from the ordinance the title, enacting clause, section numbers, definitions of terms identical to those contained in this ordinance, the clause indicating date of adoption, and validating signatures and dates. In integrating ordinances into the code, the city administrator and city clerk, in cooperation with the city attorney, may correct obvious grammatical, punctuation, and spelling errors; change reference numbers to conform with sections, articles, and chapters; substitute figures for written words and vice versa; substitute dates for the words “the effective date of this ordinance”; and perform like actions to insure a uniform code of ordinances without, however, altering the meaning of the ordinances enacted.

Section 3. Title Headings. Chapter, section, subdivision, and other titles shall not be considered part of the subject matter of this code but are intended for convenience only and not necessarily as comprehensive titles.

Section 4. Copies. Copies of this code shall be kept in the office of the City Administrator for public inspection or sale for a reasonable charge.

Section 5. Definitions.

Subdivision 1. General. Unless the context clearly indicates otherwise, the following words and phrases have the meaning given them in this section.

Subdivision 2. City. “City” means City of Howard Lake.

Subdivision 3. State. “State” means State of Minnesota.

Subdivision 4. Council. “Council” means the Howard Lake City Council.

Subdivision 5. Administrator. “Administrator” means the City Administrator.

Subdivision 6. Clerk. “Clerk” means the City Clerk.

Subdivision 7. Person. “Person” means any natural individual, firm, partnership, association, corporation, or limited liability company. As applied to partnerships or associations, the term includes the partners or members; as applied to

corporations or limited liability companies, the term includes the officers, agents, or employees.

Section 6. Statutory Rules Adopted. The definitions and rules of construction, presumptions, and miscellaneous provisions pertaining to construction contained in Minnesota Statutes, Chapter 645 are adopted by reference and made a part of this code. As so adopted, references in that chapter to laws and statutes mean provisions of this code and references to the legislature mean the council.

Section 7. Existing Rights And Liabilities. The repeal of prior ordinances and adoption of this code are not to be construed to affect in any manner rights and liabilities existing at the time of repeal and the enactment of this code. Insofar as provisions in this code are substantially the same as pre-existing ordinances, they shall be considered as continuations thereof and not as new enactments. Any act done, offense committed, or right accruing, or liability, penalty, forfeiture or punishment incurred or assessed prior to the effective date of this code is not affected by the enactment of the code.

Section 8. Hearings.

Subdivision 1. General. Unless otherwise provided in this code, or by law, every public hearing required by law, ordinance, or resolution to be held on any legislative or administrative matter shall be conducted in accordance with this section.

Subdivision 2. Notice. Every hearing shall be preceded by 10 days mailed notice to all persons entitled thereto by law, ordinance, or regulation unless only published notice is required. The notice shall state the time, place, and purpose of the hearing. Failure to give the notice or defects in it shall not invalidate the proceedings if a good faith effort has been made to comply with this subdivision.

Subdivision 3. Conduct of Hearing. At the hearing, each party shall have an opportunity to be heard and to present such evidence as is relevant to the proceeding. The council may adopt rules governing the conduct of hearings, records to be made, and such other matters as it deems necessary.

Subdivision 4. Record. Upon the disposition of any matter after hearing, the council shall have prepared a written summary of its findings and decisions and enter the summary in the official council minutes.

Section 9. Penalties.

Subdivision 1. Petty Offenses. Whenever an act or omission is declared by this code to be a petty offense or a petty misdemeanor, any person violating the provision shall, upon conviction, be subject to a fine of not more than \$200.00.

Subdivision 2. General Misdemeanors. In any other case, unless another penalty is expressly provided in this code, any person violating any provision of this code, or any rule or regulation adopted in pursuance thereof, or any other provision of this code adopted in this code by reference, including any provision declaring an act of omission to

be a misdemeanor, shall, upon conviction, be subject to a fine of not more than \$1,000.00 or imprisonment for a term not to exceed 90 days, or both.

Subdivision 3. Separate Violations. Unless otherwise provided, each act of violation and every day on which a violation occurs or continues constitutes a separate offense.

Subdivision 4. Application To City Personnel. The failure of any officer or employee of the city to perform any official duty imposed by this code shall not subject the officer or employee to the penalty imposed for violation unless a penalty is specifically provided for such failure.

Section 10. Separability. If any ordinance or part thereof in the Howard Lake City Code or hereafter enacted is held invalid or suspended, such invalidity or suspension shall not apply to any other part of the ordinance or any other ordinance unless it is specifically provided otherwise.