

91. **MEETINGS.** (a) The said Commissioners shall meet as often as in their judgment shall be necessary to accomplish their duties.

(b) The member whose term first expires shall act as Chairman for each biennial period.

(c) Two of the three members shall constitute a quorum for the transaction of business.

(d) The Mayor and City Council shall provide a suitable room for the meetings of the Commission, as well as all necessary equipment.

(e) The Commission shall keep minutes of its own proceedings. All the records, proceedings and papers of the Commission shall be subject to inspection by any City official at any reasonable time.

92. **POWERS.** The Civil Service Commission is authorized and directed to administer and provide for all employment and appointments in the Classified Service of the City, as provided in this Article. The Commission may adopt reasonable rules and regulations for such purposes and may investigate any matter pertaining thereto. In the course of such investigations, each Commissioner shall have power to administer oaths and to summon and examine witnesses.

93. **SALARY.** Each member of the Civil Service Commission shall receive a salary of Two Hundred and Fifty Dollars each year, payable monthly.

94. **EMPLOYEES.** The Commission shall have such employees as may be necessary to carry out its purposes. The City Manager may from time to time assign employees from other departments to assist the Civil Service Commission.

95. **REPORT.** At least once annually the Commission shall give a full report to the Mayor and City Council as to its activities during such period, together with any suggestions or recommendations for the improvement of the Classified Service.

HOURS AND WAGES

96. **HOURS.** Eight hours shall constitute a day's work and forty hours shall constitute a week's work for all laborers, workmen or mechanics who may be employed by the Mayor and City Council, or by any officer, Board or Commission thereof, except in cases of extraordinary emergency, which may arise in time of war or in cases where it