§ 61. Additional method of payment of fines. Rules or orders of court may be adopted to govern the payment of fines by day or night by any person accused of any offense or of violating any provision of any law, rule or regulation without appearing in person, except in cases of leaving the scene of an accident or any charge of a misdemeanor or felony or any charge which may for reasons of public policy require the personal appearance of the accused, for such period of time as shall be deemed in the public interest; to fix the fine to be paid in each class of case within the minimum and maximum amount set by law, rule or regulation; to designate the place or places where such fines may be paid; to prescribe the form of the summonses to be used and the manner in which the plea of guilty shall be made; and the manner in which the money shall be paid. Such rules or orders may provide:

(1) That a person pleading "not guilty", and asking that day be set for a trial, may do so through a representative or by other means;

(2) That a clerk of the court set such day for trial;

(3) That sworn complaints be dispensed with in all classes of cases where the accused person may be excused from personal appearance, and where such accused person pleads guilty and pays the fine;

(4) That sworn complaints be dispensed with in any such class of case where the accused pleads not guilty and waives a sworn complaint and elects to be tried on the facts as stated in the summons but in that event, the accuser shall be sworn by the judge to the facts stated in the summons and all testimony taken in the trial shall be under oath as provided by law.

So far as practicable, the rules or orders adopted as aforesaid shall be uniform throughout the city.