

ORDINANCE NUMBER 88-003
ESTABLISHING RULES
OF PROCEDURE

BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF VINCENT, ALABAMA, that the order of procedure in all instances for the meetings of the council be as follows:

SECTION 1. That the rules or order of procedure herein contained shall govern deliberations and meetings of the council of Vincent, Alabama.

SECTION 2. Regular meetings of the Town Council shall be held on the second and fourth uesdays of each month at 7:00 P.M. in the Town Hall.

SECTION 3. Special meetin may be held at the call of the mayor by serving notice to each member of the council not less than twenty-four hours before the time set for such special meetings, or special meetings may be held as provided by Section 11-43-50 of the Alabama Code of 1975 whenever two councilmen request in writing that the presiding officer shall call such meeting; upon the failure of refusal of the presiding officer to call such meeting when requested, the two councilmen making the request shall have the right to call such meeting.

SECTION 4. A quorum shall be determined as provided by Section 11-43-48 of the Alabama Code of 1975.

SECTION 5. All regular meetings shall convene at 7:00 P.M. at the Town Hall and all meetings, regular and special, shall be open to the public.

SECTION 6. The order of business shall be as follows:

1. Call to order.
2. Roll call.
3. Reading of the minutes.
4. Hearing on petitions, applications, complaints.
5. Reports of Boards/committees.
6. Financial reports and questions.
7. Resolutions and Ordinances.
8. Other Business.

SECTION 7. No member sahl1 speak more than twice on the same subject without permission fo the presiding officer.

SECTION 8. Any person wishing to speak to the council shoud contact the clerk on or before 3:00 P.M. on the Friday preceding the council meeting requesting to be placed on the agenda, with his or her reason for speaking to the council. No person, not a member of the council, shall be allowed to address the same while in session without permission of the presiding officer.

SECTION 9. All resolutions and ordinances shall be in writing. Should any council officer or member of the public wish to have a statement recorded in the minutes, they shall submit such statement to the clerk in writing. If the clerk has reservations as to the wording of something said, the clerk shall be able to request that the statement be submitted in writing, so that the statement can be correctly recorded in the minutes of the meeting.

SECTION 10. Motions to reconsider must be made by a member who voted with the majority, and at the same or next succeeding of the council.

SECTION 11. All questions of order sahl1 be decided by the presiding officer of the council with the right of appeal to the council by any member.

SECTION 12. The presiding officer of the council, may at his discretion, call any member to take the chair, to allow him to address the council, make a motion or discuss any other matter at issue.

SECTION 13. A motion for adjournment shall always be in order.

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SECTION 14. The rules of the council may be altered, amended or temporarily suspended by a vote of two-thirds of the members present.

SECTION 15. The Chairman of each Board/committee or the person that represents him, shall submit or make all reports to the council when so requested by the presiding officer.

SECTION 16. All ordinances, resolution or propositions submitted to the council which require the expenditure of money shall lie over until the next regular meeting; provided, that such ordinances, resolutions or propositions may be considered earlier by unanimous consent of the council; and provided further that this rule shall not apply to the current expenses of, or contracts previously made with, or regular salaries of officers of, or wages of employees of the town.

SECTION 17. The clerk, engineer, attorney and chief of police and other such officers or employees of the Town of Vincent shall, when requested, attend all meetings of the council and shall remain in the council room for such length of time as the council may direct.

SECTION 18. No ordinance or resolution of a permanent nature shall be adopted at the meeting at which it is introduced unless unanimous consent be obtained for the immediate consideration of such ordinance or resolution, such consent shall be by roll call and the vote thereon spread on the minutes.

SECTION 19. This ordinance shall go into effect upon the passage and approval of the same _____.

Chas E Elliott

Mayor, Charles Edward Elliott Jr.

James E Jackson

Councilman, James Edward Jackson

Robert E. Kidd

Councilman, Robert E. Kidd

Mark L Brown

Councilman Mark L. Brown

Wallace F. Denty

Councilman, Wallace F. Denty

Rex Smiley

Councilman, Rex Smiley

Mary Lee Reynolds

Town Clerk

Date: Oct 3, 1988

Said Ordinance was introduced by Mayor Eddie Elliott and read at length. Councilperson Wallace J. Arenty moved that all rules governing the council which might, unless suspended, prevent the passage and adoption of the ordinance at this meeting, be and the same are hereby suspended for the purpose of permitting the said ordinance to be finally passed and adopted at this meeting. Councilperson Robert Kidd seconded this motion. The question was put before the council and on roll call vote the vote was as follows.

Ayes: Ed Jackson, Robert E. Kidd, Mark Brown, Wallace Arenty, Rex Smiley

Nayes: None

The presiding officer declares that the motion was adopted by unanimous consent of the members present. Councilperson Ed Jackson moved that the said ordinance NO. 88-003 ^{or} Rules and Procedure be finally passed and adopted as introduced. Councilperson Wallace Arenty seconded this motion. The presiding officer put the question of final passage and adoption of said ordinance to vote of the council, and on call of the roll the results were as follows:

Ayes: Ed Jackson, Robert E. Kidd, Mark Brown, Wallace Arenty, Rex Smiley

Nayes: None

The presiding officer announced the result of the vote, and declared the ordinance finally passed and adopted.