

ORDINANCE NO. 5-34.

By Mr. Stackhouse.

To provide rules and regulations for the government of the council of the City of Bexley, Ohio.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BEXLEY, STATE OF OHIO:

Section 1. REGULAR MEETINGS.

At 7:00 o'clock, P. M., on the first Monday in January following a regular municipal election council shall meet at the usual place of holding its meetings, at which time the newly elected members of council shall assume the duties of their office, and council shall elect one of its members president, who shall preside at meetings of the council and perform such duties as presiding officer as may be imposed upon him by council. In the absence of the president at any meeting council shall elect a president pro tempore.

Thereafter, council shall meet in regular meetings at the council chamber on the second and fourth Tuesdays of each month at 7:00 o'clock P. M., and at such other times as may be ordered by the council, except council may designate one month in the summer season for vacation.

Rule 2. SPECIAL MEETINGS.

Special meetings of council may be called by the Mayor president of council, or any four members thereof, upon written notice served personally upon each member or left at his usual place of residence at least six hours previous to the time fixed for such meeting. Any request for special meeting and the notice calling same shall state the subjects to be considered, and such meeting shall be limited to a consideration of such subjects.

Rule 3. OPENING PROCEEDINGS.

The president of council shall take the chair at the hour provided for the convening of the council; he shall

immediately call the members to order and direct the clerk to call the roll; he shall then cause the journal of the preceding session to be read and disposed of unless otherwise ordered by the council. In the absence of the president the clerk shall call the council to order and call the roll; if a quorum shall then be present the council shall appoint one of its members president pro tempore for that meeting, or until the appearance of the president; if a quorum be not present, the members may by a majority of those present take a recess for a period not exceeding one hour, or may adjourn to a future date.

Rule 4. QUORUM.

A majority of the members of the council shall constitute a quorum to transact business, but a less number may adjourn from day to day, and may compel the attendance of absent members in such manner, and under such penalty as may be prescribed by ordinance.

Rule 5. LEAVING CHAMBER.

No member shall leave the council chamber while council is in session without permission being granted by the presiding officer.

Rule 6. PRIVILEGE OF FLOOR.

No person except members of council and the city officials shall be permitted to speak or take part in the proceedings of the council unless special permission therefor be granted by the council.

Rule 7. PRESIDING OFFICER.

The presiding officer of the council shall preserve order and decorum. He may, in common with any member, call any member to order who shall violate any of the rules; he shall decide all questions of order subject to appeal to the council by a member, on which appeal there shall be no debate, but the member making such appeal may briefly state his reasons for the same. All questions are to be stated and put by the presiding officer, who shall declare all votes.

Rule 8. STANDING COMMITTEES.

Standing committees shall be appointed by the president at

the first regular meeting in January in each year, and the first named member of any committee shall be the chairman. Such committees shall each consist of three members, shall serve for the period of one year and until their successors are appointed, and shall be as follows, to-wit:

1. Engineering and Plats.
2. Finance and Judiciary.
3. Parks and Forestry.
4. Safety, the duties of which shall relate to police, fire, health, and buildings.
5. Service, the duties of which shall relate to streets, sidewalks, lights, and such other matters as are not included within the duties of the other committees herein provided.
6. Water, Sewers and Drainage.

Rule 9. ORDER OF BUSINESS. REGULAR MEETINGS.

The business at all regular meetings of council shall be conducted in the following order:

- 1st. Roll call.
- 2nd. Reading and disposal of the journal.
- 3rd. Petitions, memorials and communications.
- 4th. Reading of pending ordinances and resolutions.
- 5th. Introduction of ordinances and resolutions.
- 6th. Reports of standing committees in the following order:
 1. Engineering and Plats.
 2. Finance and Judiciary.
 3. Parks and Forestry.
 4. Safety.
 5. Service.
 6. Water, Sewers and Drainage.
- 7th. Reports of Special Committees.
- 8th. Reports of City Officials.
- 9th. Miscellaneous business.

Rule 10. SPECIAL MEETINGS. ORDER OF BUSINESS.

The business of all special meetings of council shall be transacted in the following order:

1. Roll call.
2. The business for which such special meeting is called.

Rule 11. SUSPENSION OF RULE 9.

After reading and disposing of the journal it shall be the duty of the presiding officer to proceed with the order of business; but he may at any time permit a member to introduce an ordinance, motion or resolution out of the regular order, provided there is no objection on the part of any member.

Rule 12. VOTING.

In case any member present declines to vote on any question pending, upon which a yea and nay vote is being taken, he shall upon demand of any member be obliged to record his vote unless excused by a two-thirds vote of the council.

Rule 13. SPEAKING.

In all cases the member who shall first rise and address the chair shall speak first; but when two or more members shall rise and address the chair at the same time, the presiding officer shall name the member who is to speak first.

No member shall speak longer than five minutes upon any subject without leave; and no member shall speak more than once on the same subject until every ^{member} desiring to speak on that subject shall have had an opportunity to do so.

No member shall be allowed to speak except upon a motion, resolution, ordinance, report of a committee, or other subject brought to the attention of council in regular order.

Rule 14. MOTIONS. WHEN DEBATABLE. WITHDRAWAL.

When a motion is made and seconded it shall be stated by the presiding officer before any debate shall be in order.

Every such motion and all amendments thereto may be withdrawn by the mover at any time before decision, with the consent of the second, if a majority of the members present agree thereto.

Rule 15. REDUCED TO WRITING.

When required by any member, every motion or proposition (except privileged questions) shall be reduced to writing before action is taken thereon.

RULE 16. ADJOURNMENT.

A motion to adjourn shall always be in order, unless the

council is engaged in voting; but such motion being decided in the negative shall not be again entertained until some motion, call or order shall take place.

Rule 17. ORDER OF PRECEDENCE.

When a question or proposition is before the council, or under debate, no motion shall be received except the following:

1. To adjourn.
2. Order of the day.
3. To lay on the table.
4. For the previous question.
5. To postpone to a day certain.
6. To commit.
7. To amend.
8. To postpone indefinitely.

The several motions aforesaid shall have precedence in the order in which they are above numbered.

Rule 18. TO TAKE FROM THE TABLE.

A motion to take from the table shall be in order when that order of business is being transacted in which the matter to be taken up was laid upon the table, and such motion shall be decided without debate; provided the mover may be permitted to briefly state his reasons for the motion.

Rule 19. RECONSIDERATION.

Any Member who voted with the prevailing side may move a reconsideration of any action of the council; provided, that such motion be made not later than the next regular meeting after such action was taken. A motion to reconsider shall not be made when a motion on some other subject is pending. When a motion to reconsider has been laid on the table, it shall not be subject to the provisions of Rule 17, but may be taken up and acted upon at any time. No motion to reconsider shall be made more than once on any matter or subject; and the same number of votes shall be required to reconsider any action of the council as is required to pass or adopt the same.

Rule 20. YEAS AND NAYS * DEMAND FOR.

Upon the demand of any member the yeas and nays shall be taken on the adoption of any resolution or any question or proposition submitted to the council; and in taking the yeas and nays the clerk shall call the names of the members in alphabetical order and before announcing the result by the presiding officer the clerk shall read the vote so taken upon the demand of any member.

Rule 21. ORDINANCES AND RESOLUTIONS.

Ordinances and resolutions may be offered by any member with his name endorsed thereon, and they shall be numbered consecutively during each year with the last two numerals in said year following such respective numbers, with a dash intervening.

The action of council shall be by ordinance or resolution, and on the passage of each ordinance or resolution the vote shall be taken by "yeas" and "nays" and entered upon the journal, but this shall not apply to the ordering of an election, or direction by council to any board or officer to furnish council with information as to the affairs of any department or office. No by-law, ordinance or resolution of a general or permanent nature, or granting a franchise, or creating a right, or involving the expenditure of money, or the levying of a tax, or for the purchase, lease, sale or transfer of property, shall be passed, unless it has been fully and distinctly read on three different days, and with respect to any such by-law, ordinance or resolution, there shall be no authority to dispense with this rule, except by a three-fourths vote of all members elected thereto, taken by yeas, and nays, on each by-law, resolution or ordinance, and entered on the journal. No ordinance shall be passed by council without the concurrence of a majority of all members elected thereto.

Rule 22. THE FOLLOWING MOTIONS ARE NOT DEBATABLE:

1. To adjourn.
2. To lay on the table.
3. To take from the table.
4. For the previous question.

Rule 23. THE PREVIOUS QUESTION.

When the previous question shall be moved and seconded, it shall be put in these words: "Shall the main question now be put?" and, until decided shall preclude all further debate, and all amendments or motions, except one motion to adjourn, and one motion to lay on the table; but no call shall be in order after the previous question has been sustained and before the main question has been put.

Rule 24. RULES - VIOLATION OF.

If any member in speaking or otherwise, shall violate any rule of the council, the presiding officer shall call him to order; if such member shall be called to order while speaking, he shall immediately take his seat unless permitted to explain. The question of order shall be decided without debate, and if the decision shall be in favor of the member called to order while speaking, he shall be at liberty to proceed with his speech without leave of council.

Rule 25. APPEAL.

An appeal to the council from the decision of the chair may be taken by any member if duly seconded, and the question shall be: "Shall the decision of the chair be sustained?"

Rule 26. TO AMEND.

Any proposed amendment or addition to the rules of council shall first be referred to the judiciary committee, which shall report thereon at the next regular meeting of the council.

Rule 27. SUSPENSION OF RULES.

These rules, or any of them, may be temporarily suspended at any meeting of the council by a concurrent vote of three-fourths of all the members elected, and the vote on such suspension, in such cases, shall be taken by the yeas and nays, and entered on the journal.

Rule 28. RULES.

Questions of parliamentary procedure, not covered by these rules shall be governed by Robertts Rules of Order.

Section 2. Ordinance No. 111, passed February 22nd, 1916,
is hereby repealed.

Section 3. This ordinance shall take effect and be in
force from and after the earliest period allowed by law.

Passed February 13, 1934.

Attest:

S. W. Roderick
S. W. Roderick,
Clerk

Approved February 13, 1934.

Robert J. Wheaton
Robert J. Wheaton,

President of Council

S. E. Ludwig
S. E. Ludwig,

Mayor