

ORDINANCE AMENDING ORDINANCE #B-68-94  
OF THE CITY OF WAYNESBORO, ENTITLED:

“ORDINANCE ESTABLISHING RULES OF PROCEDURE  
FOR CONDUCTING THE BUSINESS OF THE MAYOR  
AND BOARD OF ALDERMEN OF THE CITY OF WAYNESBORO”

PREAMBLE

WHEREAS, on March 1, 1994, the City adopted ordinance entitled “ORDINANCE ESTABLISHING RULES OF PROCEDURE FOR CONDUCTING THE BUSINESS OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF WAYNESBORO”; and,

WHEREAS, the Mayor and Board of Aldermen deem it necessary, for the purpose of promoting the health and general welfare of the City to amend Section 14 thereof to preserve decorum and insure that meetings of the Mayor and Board of Aldermen are conducted in a peaceful and orderly manner.

THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF WAYNESBORO, STATE OF MISSISSIPPI:

Ordinance #B-68-94 is hereby amended to read as follows, to-wit:

Section 1: MEETINGS - REGULAR.

(a) Time. The Mayor and Board of Aldermen shall hold its regular meeting on the first Tuesday of each month beginning at 6:00 p.m. The board may, by resolution adopted not less than one week prior thereto, change its regular time of meeting. If the day fixed for any regular meeting of the board falls upon a day designated by law as a legal or national holiday, such meeting shall be held the same hour on the next succeeding day not a holiday.

(b) Place. Regular meetings of the board shall be held in the board room at City Hall.

Section 2: MEETINGS - RECESSED.

Any regular meeting of the board may be recessed by appropriate board action to reconvene on a day and time fixed by order of the board and duly entered in the minutes of the meeting which is recessed.

Section 3: MEETINGS - SPECIAL.

The Mayor or any two board members may call a special meeting of the city board whenever the business or interest of the city requires it. To call the special meeting, a written notice calling the meeting, including its time and place, signed by the Mayor or board members calling it must be served by an officer of the police department on the Mayor and/or members of the board who have not signed it. The notice must be served at least three hours before the time of the meeting fixed upon the notice.

Section 4: AGENDA.

All items of business or other matters to be officially considered for action of the board shall be submitted to the City Clerk by noon on the Friday prior to each board meeting, whereupon the City Clerk shall immediately arrange a list of such business items or matters and furnish each member of the board and the City Attorney a copy of the agenda at least twenty-four hours prior to the board meeting. Any member of the board may, however, bring before the board any urgent or emergency matter, not on such agenda.

Section 5: PRESIDING OFFICER.

The presiding officer of the board shall be the Mayor, or, in his absence, the Mayor Pro Tempore. The presiding officer shall preserve strict order and decorum at all regular and special meetings of the board. He shall state every question coming before the board, and announce the decision of the board on all subjects.

Section 6: CALLING OF MEETINGS TO ORDER.

The Mayor, or in his absence, the Mayor Pro Tempore, shall take the chair precisely at the hour appointed for the board meeting, and shall immediately call the meeting to order. In the absence of the Mayor or Mayor Pro Tempore, the City Clerk or her assistant shall call the meeting to order whereupon a temporary chairman shall be elected by the members of the board present. Upon the arrival of the Mayor or the Mayor Pro Tempore, the temporary chairmen shall immediately relinquish the chair upon the conclusion of the business immediately before the board.

Section 7: ROLL CALL.

Before proceeding with the business of the Board of Aldermen, the City Clerk or her deputy shall take the roll of the members. The names of those present shall be entered in the minutes. The Clerk will announce those present and absent at the call of the Mayor during the roll call order of business.

Section 8: QUORUM.

A majority of all members elected to the city board shall constitute a quorum at any regular or special meeting of the council. No official business may be transacted by the board in the absence of a quorum.

Section 9: ORDER OF BUSINESS.

All meetings of the city board shall be open to the public. Promptly at the hour set by law on the day at each regular meeting, the members of the board, the City Clerk, and City Attorney shall take their regular stations in the board room, and the business of the board shall be taken up for consideration and disposition.

Section 10: APPROVAL OF MINUTES.

The approval of the minutes of the previous city board meeting and any appropriate intervening special meetings may be approved as printed and distributed to the city board, unless their reading is requested by a member of the board. Corrections to the printed minutes will be requested and considered at the time of their approval on the board meeting agenda.

Section 11: RECORD OF VOTING.

All actions of the city board requiring a vote shall be recorded in the minutes by individual board member as either "For" or "Opposed" to the motion being voted upon. Should the City Clerk, Mayor, or any board member be uncertain as to the individual disposition of the votes, a roll call vote may be called. The members introducing and seconding motions will also be recorded.

Section 12: ROBERT'S RULES OF ORDER.

Unless otherwise specified or unless changed by a specific provision of this article, the city board shall be governed in all matters of procedure by that compilation of rules of procedure known as "Robert's Rules of Order".

Section 13: RULES OF DEBATE.

(a) Limitation of Discussion.

(1) Discussion or the address of any matter by an individual board member or citizen will be limited to five minutes per occasion of officially obtaining the floor. Limited extensions of time may be granted to the person who has the floor by the presiding officer upon request.

(2) A board member may request through the Mayor or presiding officer the right to have the reason for his dissent or protest against any action of the city board entered on the minutes.

Section 14: CITIZENS ADDRESSING THE BOARD.

(a) The Mayor or presiding officer of the city board shall provide opportunity during board meetings for discussion by interested persons or their authorized representatives on any board bill or other matter before the board prior to the final passage, provided that the preference shall be given to any person, who, at least four

(4) days prior to the board meeting, shall have requested opportunity for discussion by written notice directed to the City Clerk specifying those matters sought to be discussed.

(b) Any person may direct a written communication to the city board on any matter concerning the city's business by directing the communication to the board through the City Clerk, provided such written communication is made to the City Clerk at least four (4) days prior to the Board meeting at which such person desires to address the Board. Such written communication must specify those matters sought to be discussed before the Board. No matters involving personnel, threatened or pending litigation, or any other matters of the nature appropriate for executive session as set forth in Section 25-41-7, Miss. Code of 1972 (as amended), shall be placed on the meeting agenda for public discussion. Any communications involving the aforementioned matters will be considered confidential and not subject to public discussion except upon specific order of the Board. If allowable under this Section, any such written communication shall be placed on the agenda of the next regular board meeting under the order of business where the item or subject is addressed or under public comment.

Section 15: MANNER OF ADDRESSING BOARD: TIME LIMIT.

Each person addressing the city board shall stand, request to be recognized, and if granted, shall give his/her name and address of residence for the records. Unless further time is granted by the board, each person shall limit their address to five minutes. All remarks shall be addressed to the board as a body and not to any member thereof. No person, other than the board and the person having the floor shall be permitted to enter into any discussion or asking a question of a board member either directly or through a member of the board without the permission of the Mayor or presiding officer.

Section 16: DECORUM - GENERALLY.

(a) By board members.

While the city board is in session, the members shall preserve decorum and order, and no member shall, by conversation or otherwise, delay or interrupt the proceedings or the peace of the board, not disturb any member while speaking, nor refuse to obey the orders of the board or its presiding officer, except as otherwise provided in this article.

(b) By other persons.

No person shall make personal, impertinent or slanderous remarks, nor otherwise disturb the order and decorum of any board meeting. The sergeant-at-arms, at the direction of the Mayor, shall remove any person violating the provisions of this subsection.

Section 17: DECORUM - PRESERVATION: SERGEANT-AT-ARMS.

The Chief of Police or such members of the police department as he may designate, shall be sergeant-at-arms of the city board meetings. He shall carry out all orders and instructions given by the Mayor or presiding officer for the purpose of maintaining order and decorum at the board meetings.


BE IT FURTHER ORDAINED that this Amended Ordinance shall be in full force and effect from and after its passage in order to insure the immediate preservation of the public peace, to insure the health and safety of the general public, and to preserve decorum and insure that meetings of the Mayor and Board of Aldermen are conducted in a peaceful and orderly manner.

BE IT FURTHER ORDAINED that Public Notice of the adoption of this Amended Ordinance be published one time in The Wayne County News and posted in three (3) public place within the City of Waynesboro, Mississippi.

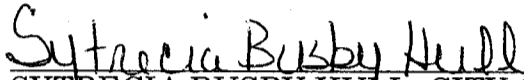
The above Ordinance was first reduced to writing and read and considered by Sections at a special called meeting held February 26, 2007, public meeting of the Mayor and Board of Aldermen and on motion duly made by Alderman Mary Joyce Woodson for the adoption of said Ordinance and seconded by Alderman Robert Reynolds, a vote was taken as follows:

Alderman Johnny Gray	voted: <u>Aye</u>
Alderman Geary Jackson	voted: <u>Aye</u>
Alderman Robert Reynolds	voted: <u>Aye</u>
Alderman Tammy Wilson	voted: <u>Aye</u>
Alderman Mary Joyce Woodson	voted: <u>Aye</u>

Adopted and approved by the Board of Aldermen of the City of Waynesboro, Mississippi, this the 26th day of February, 2007.

  
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JOE TAYLOR, MAYOR

ATTEST:

  
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SYTRECIA BUSBY HULL, CITY CLERK

(SEAL)