

ORDINANCE NO. 2020-03

**ORGANIZATIONAL ORDINANCE FOR THE TERM
NOVEMBER 9th, 2020 THROUGH NOVEMBER, 2024**

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

Section 1. That the rules of order of procedure herein contained shall govern deliberations and meetings of the Council of Midfield, Alabama.

Section 2. Regular meetings of the council shall be held on the following days: the second and fourth Mondays of each month. Exceptions to these days will be in the months of November and December, due to the holidays during these months.

Section 3. Special meetings may be held at the call of the presiding officer by serving notice on each member of the Council not less than 24 hours before the time set for such special meetings; or special meetings may be held as provided by Section 11-43-50, Code of Alabama, 1975, whenever two council members making the request shall have the right to call such meeting in writing. Notice of all special meetings shall be posted on a bulletin board accessible to the public at least 24 hours prior to such meeting.

Section 4. A Quorum shall be determined as provided by Section 11-43-48, Code of Alabama.

Section 5. All regular meetings shall convene at 7 o'clock p.m. at the City Hall and all meetings, regular and special, shall be open to the public.

Section 5A. All Council Members are expected to attend all regular and special meetings of the City Council. Any member who misses six (6) meetings during a twelve (12) month period unless the reasons for missing has an excused absence has been accepted by a majority vote of the City Council, then said member who misses six (6) unexcused meetings shall forfeit one (1) month's compensation. The member who misses six (6) unexcused meetings shall not vote on the issue of the excused or unexcused absences.

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

1. A call to order
2. Prayer
3. Pledge of Allegiance

4. Roll Call
5. Approve Agenda
6. Reading and approval of the minutes of the previous meeting
7. Approve Bills
8. Ordinances, resolutions, special orders
9. Report from Mayor
10. Report from Council
11. Open to Public
12. Adjourn

Section 7. No member shall speak more than twice on the same subject without permission of the presiding officer.

Section 8. 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. Every officer, whose duty is to report at the regular meetings of the council, who shall be in default thereof, may be fined at the discretion of the Council.

Section 10. Motions shall be reduced to writing when required by the presiding officer of the Council or any member of the Council. All resolutions and ordinances and any amendments thereto shall be in writing at the time of introduction.

Section 11. Motions to reconsider must be by a member who voted with a majority and at the same or next succeeding meeting of the Council.

Section 12. Whenever it shall be required by one or more members, the "yeas" and "nays" shall be recorded and any member may call for a division on any question.

Section 13. All questions of order shall be decided by the presiding officer of the Council with the right of appeal to the Council by any member.

Section 14. The presiding officer of the Council may, at his or her discretion, call any member to take the chair, to allow him or her to address the Council, make a motion, or discuss any other matter at issue.

Section 15. Motions to lay any matter on the table shall be first in order; and on all questions, the last amendment, the most distant day, and the largest sum shall be first put.

Section 16. All meetings of the Council shall be open to the public, except when the Council meets in executive session as authorized by state law.

Section 17. The Council may meet in Executive Session only for those purposes authorized by state law. When a Council member makes a motion to go into Executive Session for an enumerated purpose, the presiding officer shall put the motion to a vote. If the majority of the Council shall vote in favor of the motion to go into Executive Session, the body shall then move into Executive Session to discuss the matter for which the Executive Session was called. No action may be taken in an Executive Session. When

the discussion has been completed, the Council shall resume its deliberations in public.

Section 18. A motion for adjournment shall always be in order.

Section 19. The rules of the Council may be amended in the same manner as any other ordinance of general and permanent operation.

Section 20. The rules of the Council may be temporarily suspended by a vote of two-thirds of the members present.

Section 21. The chairman of each respective committee, or the Council member acting for him or her, shall submit or make all reports to the Council when so requested by the presiding officer or any member of the Council.

Section 22. All ordinances, resolutions or propositions submitted to the Council which require the expenditure of money shall lie over until the next 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, or wages of employees of the city.

Section 23. The clerk, engineer, attorney and chief of police, and such other officers or employees of the City of Midfield, 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 24. 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 25. Roberts Rules of Order Newly Revised, 11th Edition is hereby adopted as the rules of procedure for this Council in those situations which cannot be resolved by the rules set out in this ordinance.

Section 26. This ordinance shall go into effect upon the passage and publication as required by law.

Terrence Adams Mayor Pro Tem

Janice Anderson Council Member

James Reasor Council member

Wendy Merriweather Council Member

Velma Johnson Council Member

Gary R. Richardson, Mayor

Approved this the 9th day of November, 2020

Passed and approved this the 9th day of November, 2020

Attest:

Carolyn Wilson Acting City Clerk

Gary R. Richardson Mayor

CLERK’S CERTIFICATION:

I, Carolyn Wilson, Acting City Clerk of the City of Midfield, Alabama do hereby certify that the following is true and correct copy of Ordinance 2020-03 of the City of Midfield, Alabama adopted on November 9th, 20, 2020 and posted in the following places:

Midfield City Hall, Midfield Community Center

United States Post Office- Midfield Branch

Carolyn Wilson

Acting City Clerk

City of Midfield, Alabama