

RESOLUTION NO.2022-O

A RESOLUTION ESTABLISHING THE RULES OF COUNCIL.

BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF COLLEGE CORNER, BUTLER COUNTY AND PREBLE COUNTY,
STATE OF OHIO, THAT:

SECTION 1:

RULES OF COUNCIL

Rules of Council are hereby adopted as follows:

1. These rules shall remain in effect until repealed or amended by Council and may be amended from time to time by Council with a majority vote of the members elected or appointed to Council.
2. Whenever a majority vote is required hereinafter, the same shall mean a majority vote of those Council members present at a meeting of Council.
3. The printed agenda for meetings of Council shall be administratively prepared by the Village Fiscal Officer with the assistance of the Mayor, Vice-Mayor or Mayor's designee.
4. Any member of Council may place an item on the Council agenda prior to the printing of such agenda.
5. Legislation may be ordered upon any member of Council making a motion, and that motion being seconded.
6. The printed agenda may be accepted for Council consideration, in whole or in part, upon motion, second and majority vote.
7. Any member of Council or any member of the staff who is directly responsible to Council may place any item on the Council agenda at a meeting of Council by motion, subject to receiving a second and a majority vote of consent.
8. Precedence of Motions
Only one motion may be on the floor at any given time. When a question is before the Council, no motion shall be entertained except:
 - a. To fix the time of adjournment
 - b. To postpone to a certain day or indefinitely
 - c. To refer
 - d. To amend
9. All written communications addressed to Council shall be reproduced and forwarded individually to each member of Council. The sender of any such communication shall be duly notified that the subject communications has been forwarded to each member of Council. With the exception of such petitions and application as are required by law to be submitted to Council, no communication to Council shall automatically be placed on the printed agenda, but any such communication may be placed on the agenda pursuant to Rule 4 or Rule 7.
10. Oral Communications to Council at a meeting of Council are encouraged and permitted. Speakers wishing to address Council shall state their name, address, and group being represented, on a "Sign-in Sheet" prior to the start of the meeting. Prior to speaking, such persons must first be recognized by the Chair.

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- a. Oral presentations authorized by this rule are for the purpose of granting citizens the opportunity to be heard, to express their views and to inform Council. In no case shall the same be in the nature of public debate, Council being under no obligation to respond specifically to any speaker. All remarks shall be addressed to the body through the Chair. Individual Council members shall have the right to inquire of members of the audience whenever they deem such inquiries helpful to the public business.
 - b. Group Presentations - any group may make a formal presentation to Council for a period not to exceed ten (10) minutes. The group shall specify a spokesperson for the group. No other member shall speak unless recognized by the Chair. The group must contact the Village Mayor prior to the printing of the agenda in order to speak before Council. The Village Mayor shall hold the final authority on granting of said request. The mayor's decision may be appealed to Council. During the presentation, Council members may ask questions of the group; however, there is no allocation of time for public comment.
 - c. Under the agenda item "Public Participation", any member of the public recognized by the Chair may speak on any matter that is not on the agenda for a period not to exceed five (5) minutes. The delegation of one's time to another individual is strictly prohibited.
 - d. Council will take no action and make no decision on any item presented during Public Comments. Instead, Council may direct action, or Council may schedule the matter for discussion at a later date.
11. Individuals, groups or entities seeking to record Council meetings must do so in a quiet and dignified manner, and such recordings may not be modified edited, or cut in any manner. The privilege of videotaping a Council meeting may be revoked by Council if those tapings fail to follow these procedures.

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SECTION 2:

At all meetings of Council business shall be transacted in an orderly fashion, and as far as practicable, in the following sequence subject to the Rules of Council.

- a. Call to Order, Roll Call.
- b. Executive Session. (As necessary).
- c. Approval of Agenda.
- d. Approval of Minutes.

Minutes shall consist of factual statements as to formal actions taken by Council, names and topics of persons addressing Council, and names and topics of Council members presenting a concern under the agenda items.

A copy of such minutes must have been delivered to each Council member prior to the meeting and shall be approved by Council upon the motion and vote either "as submitted" or "as submitted with corrections noted".

- e. Approval of Bills.

A report of such bills must have been delivered to each Council member prior to the meeting and shall be approved by Council upon the motion and vote either "as submitted" or "as submitted with corrections noted".

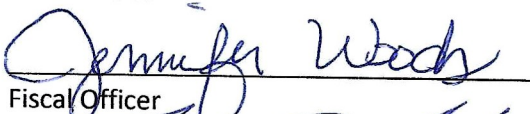
- f. New Business
- g. Old Business
- h. Department Reports.
- i. Public Participation.
- j. Executive Session. (As necessary.)
- k. Adjournment.

SECTION 3:

This Resolution shall take effect at the earliest date allowed by law.

August 31, 2022

Date Passed


Fiscal Officer


Mayor