

ORDINANCE NUMBER ONE.

TOWN COUNCIL.

BE IT ORDAINED, by the Town Council of the Town of Mills,
State of Wyoming:

Meetings--Time of.

Sec.1. That there shall be held two regular meetings of the Town Council of the Town of Mills, in each calendar month of each and every year. The regular meetings of the Town Council of the Town of Mills shall be held on the first and third Wednesdays of each month, at the hour of 7:30 o'clock p.m. at such places in such town as may be designated by resolution, order or ordinance of the Town Council.

Place.

Sec.2. Until otherwise directed, the place of holding the meetings of the Town Council shall be in _____
_____ situate on _____
_____ street. Provided, that if, at any time, it shall be impossible or inconvenient to hold any such meeting, whether regular or special, at the regular place designated therefor, such meeting may be held at any other place in the town upon notice given to each of the members of the Council as in other cases.

Special Meetings--How called.

Sec.3. The Mayor and any three members may call special meetings by notice to each of the members of the Council, personally served or left at his usual place of residence. Such notice shall be served twenty-four hours at least before such meeting, and shall indicate the business to be performed at such meeting. If any such member shall have removed from the town and shall be a non-resident thereof, no notice shall be required. The necessity of any notice shall be waived by the presence and consent of every one of said members of said Council otherwise entitled to it.



Unusual business--Notice of.

Sec.4. In case of unusual business to be done at any regular meeting, of which each member is not bound to take notice by law without further notice, may be given as in case of special meetings.

Notice of meetings--How served.

Sec.5. It shall be the duty of the Town Clerk to serve said notices. It shall likewise be lawful for the Town Marshall or other police officer of the town, or the Mayor, or any one of the Council signing such notice to serve the same. Provided, that no such officer shall receive any extra compensation for such service; but such officer shall be deemed compensated by his regular salary. The place of meeting of the Council shall be known as the Council Chamber.

Order of business.

Sec.6. Upon the appearance of a quorum at any regular meeting the Council shall proceed to the business before them, which shall be conducted in the order following:

1. Reading of the minutes of the last regular meeting, and of all intervening special meetings, amendments, and approval of the same.
2. Presentations of petitions, and reports of officers.
3. Reports of standing committees.
4. Reports of select committees.
5. Communications to the Town Council.
6. Unfinished business of preceding meeting.
7. Motions, resolutions, orders, ordinances and notices.

Same--Special meetings.

Sec.7. The order of business at special meeting shall be the same as at regular meetings except as otherwise provided or otherwise differing by parliamentary usage.

Priority of business--Mayor decides.

Sec.8. All questions relating to the priority of business shall be decided by the Mayor or other presiding officer, without debate.

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Order--Mayor shall preserve.

Sec.9. The Mayor or other person presiding shall preserve order, and shall decide questions of order, subject to an appeal to the Council.

Speaker shall address chair.

Sec.10. Any member desirous of speaking shall address the Mayor or other person presiding as "Mr.Chairman," but shall not proceed further until recognized and named by such Chairman.

Motions--Precedence of.

Sec.11. When a question is under debate, no motion shall be recieved but to adjourn, to lie on the table, for the previous question, to postpone to a day certain, to commit, to amend, to postpone indefinitely, which several motions shall have precedence in the order in which they are arranged.

Same-to adjourn.

Sec.12. A motion to adjourn shall have precedence in the order of business, and shall be decided without debate.

Same--Reduced to writing--When.

Sec.13. All motions and resolutions shall be reduced to writing when required by the Chairman or any member of the Council; and, when seconded and stated by the Chairman, shall be open for consideration and the same shall not be withdrawn after having been amended or decided upon, without the consent of the Council.

Committees.

Sec.14. Standing committees, or select, may be appointed at a meeting of said Council, to any of which committees, said Council may refer for transaction in the line for which any such committees shall have been appointed. The standing committees shall be appointed annually at a meeting of said Council and the person first named on the committee shall be the Chairman thereof. The standing committees of said Council shall consist of three members each.

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The following shall be the standing committees, to wit:

1. Committee on Finance and Licenses.
2. Committee on Highways.
3. Committee on Water-works.
4. Committee on Police, the Fire Department and Public Health.
5. Committee on Judiciary.
6. Committee on Sewers.
7. Committee on Public Parks and Grounds and Buildings.

Select Committees--Time of service--Number in.

Sec.15. Select committees may be appointed, whose appointment shall expire on the completion of the object for which they shall have been appointed; but in no case shall such committees serve longer than the existence of the Council under which they shall have been appointed. Select committees may consist of any number not more than THREE.

Committees- How appointed.

Sec.16. All committees shall be appointed by the Mayor, or in his absence, by the presiding officer, **unless** otherwise directed by the Council, in which case they shall be appointed by a majority vote of the members of the Council, the yeas and nays being called.

How--report--Mayor absent--Temporary chairman.

Sec.17. Committees shall report in writing, when so ordered by the Council; and all written reports of committees shall be addressed "To the Town Council of the Town of Mills."

In case of the absence of the Mayor from any meeting the Council may appoint a temporary President or Chairman.

Absence of Councilmen--Reprimand.

Sec.18. Any member of the Council who shall absent himself from any meeting without a reasonable excuse therefor shall be subject to a reprimand by the Council, and such reprimand may be in a form of a resolution and spread upon the records.

Attendance--How compelled.

Sec.19. The attendance of any member of the Council who shall be absent from any meeting without reasonable cause may be compelled by the order of the Council. And any number of the members of the Council not less than three shall constitute a quorum for the making of such order. It shall be the duty of the Town Marshall and all police officers to obey any such order and bring any such absentee before the Council making such order. Gross and persistent delinquency in being absent from such meetings shall be a cause for removal of any such person so delinquent from his office as a member of the Town Council. And absence from three consecutive meetings without reasonable excuse shall be evidence of such delinquency.

Rules of order--General.

Sec.20. The maintenance of order, rules of procedure, and order of business in all respects not specifically provided in this ordinance shall be in accordance with the general rules, so far as in the nature applicable, that govern other deliberative and legislative assemblies.