

ORDINANCE NO.97-1

AN ORDINANCE ESTABLISHING REGULAR MEETINGS; PROCEDURAL RULES FOR COUNCIL MEETINGS OF THE TOWN OF CHEROKEE VILLAGE WEST, ARKANSAS INCLUDING PROCEDURE FOR CALLING SPECIAL MEETINGS; DECLARING AN EMERGENCY; AND FOR ALL OTHER PURPOSES.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CHEROKEE VILLAGE WEST, ARKANSAS:

Section 1. Council meetings – Regular. That beginning in the month of January, 1998, and effective from and after the passage of this ordinance, the regular meeting dates of the Town Council of the Town of Cherokee Village West, Arkansas, shall be on the third Monday of each month at Tri-County Recycling Center at 1:00 p.m.. The Regular meeting date and time may be changed from time to time by Resolution, after giving proper notice and complying with applicable law.

Section 2. Council meetings – Special, Called by Mayor. The Mayor shall have power, when in the Mayor's judgment it shall be for the interest of the town, to call a meeting of the Town Council. Such meetings shall be called by the Mayor fixing the time of the meeting and issuing or causing to be issued a summons directed to the Town Recorder commanding the Town Recorder to summon each alderman to attend such meeting in which summons the object of the meeting shall be stated in general terms.

Section 3. Council meetings -- special called by Council. Whenever three (3) aldermen shall sign a written notice to the other members of the Town Council of a special meeting of the Council, stating therein the object of such meeting, such special meeting shall be held at the time designated in the call, such notice shall be served by the Town Recorder.

Section 4. Business at special meeting. At any special meeting no other business shall be transacted except that for which the meeting was called.

Section 5. Notice to news media of meetings. In the event of a special meeting, or a change of Regular meeting time, the Mayor or aldermen calling the meeting shall in accordance with the "Freedom of Information Act" and other applicable law notify the representatives of the newspapers, radio stations and television stations, if any, located in or serving this town and county and which have requested to be so notified of such meetings, of the time, place and date at least two (2) hours before such a meeting takes place in order that the public shall have representatives at the meeting.

Section 6. Presiding officer. The Mayor shall preside at the meetings during the term for which the Mayor was elected, and in case the Mayor's vote is needed to pass any by-law, ordinance, resolution or order or motion, the Mayor may vote. In the absence of the Mayor, the Recorder shall preside over the Council.

Section 7. Conduct. Any person who shall disrupt or interfere with a meeting of the Council or creates a disturbance in such meeting, may be charged with such offense, and if convicted, shall be punished in accordance with the laws of the State.

Section 8. Record of proceedings. The Recorder shall keep a journal of its proceedings in the same manner as other legislative bodies. The yeas and nays shall be taken and entered upon the journal on any by-law, motion, ordinance or resolution.

Section 9. Publication. When any ordinance of a general or permanent nature and those imposing any fine, penalty or forfeiture shall be passed, the Recorder shall furnish a copy to a newspaper of general circulation in the town for publication.

Section 10. Writing required. No amendment or resolution shall be offered except in writing and the question shall first be put on the last amendment offered, and in filling blanks, the question shall always be taken on the longest time, largest and highest number first proposed.

Section 11. Procedure. The "Procedural Rules for Municipal Officials" booklet published by the Arkansas Municipal League, three (3) copies of which are on file in the Recorder's office, are hereby adopted as the rules to be followed in the conducting of meetings of the governing body.

Section 12. Readings. All resolutions must be read, seconded and stated by the chair before they shall be subject to debate.

Section 13. Suspension of rules. No rules contained in this ordinance or the Procedural Rules for Municipal Officials adopted by reference hereby shall be suspended except by 2/3 consent of all the members of the Council, or as may be provided by law.

Section 14. Emergency clause. Cherokee Village West, Arkansas is a newly incorporated town and must complete its organization in order to obtain revenues, and carry out the purposes of a municipal corporation in accordance with applicable laws and needs procedural rules by which the town governs itself, NOW THEREFORE, an emergency is hereby declared to exist and this ordinance shall be in full force and effect upon its passage, approval and publication.

D A T E : 1 2 / 1 5 / 1 9 9 7

Marjorie Rogers
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Marjorie Rogers, Mayor

ATTEST: _____
Susan Maynard, Recorder