

Perry City Finance and Ordinance Meeting Minutes

August 15, 2013

Present: James Huguelet, Tom Chaput and Jo Anne O'Berry

Absent: none

Also present: Alan De Freese

Meeting called to order at 7:00 pm.

Discussion on Proposed Amendments to Council Rules:

Huguelet presented a draft of four proposed amendments to the Council Rules(see attached)

Discussion ensue. Minor adjustments were made.

Moved by Chaput, seconded by O'Berry to refer Council rule amendments to full City Council.

With a recommendation to adopt. Passed unanimous.

Discussion on Therapy Animal Ordinance proposal. Chaput presented a draft of proposed parameters for ordinance related to Therapy animals. Discussion ensued minor adjustments and notes were made.

Moved by Huguelet, seconded by O'Berry that the Committee ask the Mayor Pro-Tem to assign research and proposal writing to City staff and return with draft ordinance. Passed unanimous.

Meeting adjourned at 8:30p.m.

Submitted by
Devin Miller
City Clerk

Proposed amendments to Council Rules
Finance & Ordinance Committee
August 15, 2013

Page 2 Pre-Meeting Information

Change to read as follows:

The Clerk shall have a pre-meeting information packet prepared for each Council meeting. For regular meetings it shall be delivered to the Mayor, each Council member and the City Attorney no later than 5:00 PM three (3) days before the meeting, by electronic means unless the recipient gives a written requests to the Clerk that their packet be delivered as a hard copy, in which case it shall be delivered by placing it in a box maintained for the individual at city hall. The packet for a special Council meeting shall be delivered by the same means at least the day before the meeting. The packet shall contain the proposed meeting agenda and details on all matters for consideration with supporting documents. If any document cannot be delivered electronically then that document shall be delivered by placing it in a box maintained for the individuals at city hall and they shall be informed electronically of the document.

Page 3 Comments from the Public & Public Participation

Change to read as follows:

The public is invited to attend and the Council shall make every effort to encourage public participation in the meeting. The presiding officer shall announce "Anyone wishing to comment on any matter may do so during Public Comment or during Any Other Business That May Come Before Council."

The presiding officer may exercise discretion in prescribing how members of the public will seek recognition and in insuring that all members of the public receive the full and polite attention of the Council. The presiding officer may also exercise discretion to control disruptive, disrespectful or other inappropriate behavior that may occur during comments from members of the public. Public comments shall be limited to no more than three (3) minutes per person at any meeting.

Page 3 Conducting the Meeting: Presiding Official

Change only the first two sentences to read as follows:

The Mayor shall preside at all Council meetings except as described below. The Mayor Pro-Tem shall preside in the absence of the Mayor or at the call of the Mayor, even if the Mayor is present at the meeting.

Page 6 Reporting Responsibilities

Retain as the first paragraph the paragraph the already exists in this section but add the following as a second paragraph:

Except during meetings of the city Council or for purposes of inquiries and investigations authorized by it, the Council, its committees, and its members shall deal with appointive officers and employees of the city solely through the Mayor (or Mayor Pro-Tem in the absence of the Mayor) concerning matters relating to the performance of their several official duties and employments. No action contrary there to shall be valid or binding

upon any appointive officer or employee of the city. No member of Council shall give orders to any appointive officer or employee either publically or privately except by official action by the Council properly convened, except that the Mayor Pro-Tem may do so in the absence of the Mayor and subject to review by the Mayor upon his/her return.