

CHAPTER 2. GOVERNING BODY

SECTION 2.01 COMMON COUNCIL

(1) Regular Meetings

Regular meetings of the Common Council shall be held on the second and fourth Tuesdays of each calendar month at 6:30 p.m. Any regular meeting falling on a legal holiday shall be held the next Tuesday at the same hour and place.

(2) Special Meetings

Special meetings of the Common Council may be called by the Mayor or any two Aldermen by written notice to each member delivered to him/her personally or left at his/her usual abode at least six hours before the meeting.

(3) Place of Meeting

All meetings of the Common Council, including special and adjourned meetings, shall be held in the City Building.

(4) Quorum

Two-thirds of the members shall be a quorum. A lesser may compel the attendance of absent members and adjourn. A majority of all the members shall be necessary for a confirmation.

(5) Meetings

Meetings shall be open to the public and the Council may punish by fine members or other persons present for disorderly behavior.

SECTION 2.03 PRESIDING OFFICER

(1) Control of Meeting

The Mayor shall preserve order and conduct the proceedings of the meeting. A member may appeal from the decision of the presiding officer. Such appeal is not debatable and must be sustained by a majority of the members present, exclusive of the presiding officer.

(2) Absence of Mayor

If the Mayor is absent at any meetings, the President of the Council shall call the meeting to order and preside.

SECTION 2.04 ORDER OF BUSINESS

- (1) The order of business shall be determined by the presiding officer and shall include the following items:
 - (a) Call to Order by Presiding Officer.
 - (b) Roll Call. (If quorum is not present, the meeting shall thereupon adjourn, which may be to a specified date.)
 - (c) Reading, Correction and Approval of Minutes of Previous Meeting.
 - (d) Committee Reports.
 - (e) Unfinished Business from Previous Meeting.
 - (f) New Business.
 - (g) Reports of City Officers.
 - (h) Communications and Miscellaneous Business.

SECTION 2.05 ORDINANCES AND RESOLUTIONS.

- (1) No Ordinance or Resolution shall be considered unless presented in writing by an Alderman or City Attorney. All Ordinances shall be published as a class 1 notice, under Ch. 985, Wis. Stats., within 15 days of passage, and shall take effect on the day after publication or at a later date if expressly described. Resolution need not be published unless expressly authorized by the Common Council.

SECTION 2.06 DELIBERATIONS OF THE COUNCIL

- (1) The deliberations of the Council shall be conducted in accordance with Parliamentary Rules contained in Roberts Rules of Order which is hereby incorporated in this Section by reference.
- (2) No person other than a member shall address the Council except by a majority vote of the members present.
- (3) The presiding officer may speak upon any questions or make any motion if he/she vacates the chair and designates an Alderman to preside temporarily.

SECTION 2.07 VOTING BY COUNCIL

- (1) The ayes and noes may be required by any member. On confirmation and on adoption of any measure assessing or levying taxes, appropriating or disbursing money, or creating any liability or charge against the City or any fund thereof, the vote shall be by ayes and noes. All aye and no votes shall be recorded in the minutes.
- (2) The Mayor may vote in case of a tie. Where the Mayor does vote, his/her vote shall be counted in determining whether a sufficient number of the Council has voted favorably or unfavorably on any measure.

SECTION 2.08 SUSPENSION OF RULES

- (1) These rules or any part thereof may be temporarily suspended in connection with any matter under consideration by a recorded vote of two-thirds of the members present.