

ORDINANCE NO. 2021-01

AN ORDINANCE TO REPEAL AND RE-CREATE SECTION 2 OF THE TOWN OF DELAFIELD MUNICIPAL CODE, CONCERNING THE CONDUCT OF MEETINGS AND VACATION OF CHAIR

The Town Board of the Town of Delafield, Waukesha County, Wisconsin, does ordain as follows:

SECTION 1: Chapter 2 of the Town of Delafield Municipal Code entitled "The Governing Body," Section 2.02 entitled "Meetings," Subsection (3) is hereby repealed and recreated as follows:

2.02 MEETINGS

(3) **SPECIAL MEETINGS.** (Rep. & rec. 2013-09) Special meetings of the Town Board may be called in one of the following ways: (a) by the Town Chair, with oral or written notice to the Town Clerk; or (b) by duly adopted motion of the Town Board, made and adopted at a properly noticed preceding Town Board meeting; or (c) by any 2 Supervisors in writing, filed with the Clerk at least 36 hours prior to the time specified for such meeting. When a special Town Board meeting is called, by any such method, the Town Clerk shall immediately notify each Supervisor of the time and purpose of such meeting. Only the business for which such special meeting was called shall be transacted at the special meeting.

SECTION 2: Chapter 2 of the Town of Delafield Municipal Code entitled "The Governing Body," Section 2.04 entitled "Conduct of Meetings," Subsection (1) is hereby repealed and recreated as follows:

2.04 CONDUCT OF MEETINGS.

- (1) The business of the Board shall be conducted in the following order: (Am. #187)(Am. #95-374)
- (a) Call to order by presiding officer.
 - (b) Pledge of allegiance.
 - (c) Roll Call. (If a quorum is not present, the meeting shall thereupon adjourn, which may be to a specific date pursuant to §2.03).
 - (d) Citizen Comments: Public comments from citizens regarding items on, or not on the Agenda. The Board may not engage in a discussion with the citizen making the comments. During this period of citizen comments, the following procedures shall apply;
 1. Each citizen wishing to address the Board will have up to three (3) minutes to speak.
 2. Presentations shall be directed to topics subject to Town Board action and related to the Town of Delafield. Presentations are not limited to items on the agenda.
 3. Comments shall be limited to thirty (30) minutes in total, unless otherwise deemed appropriate by the Chairman or a consensus of the Town Board; the time limit may be increased by increments of 15 minutes.
 4. All citizen comments shall be directed only to the members of the Town Board, and not to Town staff, an applicant, other residents, or members of the audience.
 5. Citizen's shall not make comments regarding personalities of the Town Board, Town staff, applicants, or members of the audience.
 6. Citizen's comments shall not attempt or be designed for the purpose of engaging

the Town Board, Town staff, applicants, or members of the audience in a debate, conversation, or a question and answer session.

7. Citizen's making comments are not allowed to yield time to another citizen.
 8. Citizens are limited to speaking once during citizen comments.
 9. No Board member may address the board during citizen comments.
- (e) Approval of Minutes if correct, and rectifying mistakes if any exist.
 - (f) Action on budget sub-accounts if necessary, and vouchers submitted for payment.
 - (g) Communications (for discussion and possible action).
 - (h) Unfinished Business
 - (i) New Business
 - (j) Announcements and Planning Items
 - (k) Adjournment

SECTION 3: Chapter 2 of the Town of Delafield Municipal Code entitled "The Governing Body," Section 2.07 entitled "Vacation of Chair," is hereby repealed.

SECTION 4: Chapter 2 of the Town of Delafield Municipal Code entitled "The Governing Body," Section 2.08 entitled "Conduct of Deliberations," Subsection (3) is hereby repealed and recreated as follows:

2.08 CONDUCT OF DELIBERATIONS.

- (3) Unless recognized by the Chairperson, or by adopted motion of the Board to suspend the rules, no person other than a board member shall address the Board except as provided in §2.04(1)(d).

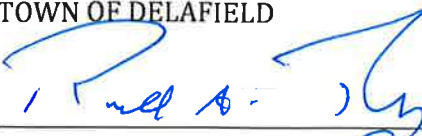
SECTION 5: Chapter 2 of the Town of Delafield Municipal Code entitled "The Governing Body," Section 2.11 entitled "Transcription of Minutes," is hereby repealed.

SECTION 6: The sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinance whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 7: This ordinance shall take effect upon passage and posting as provided by law.

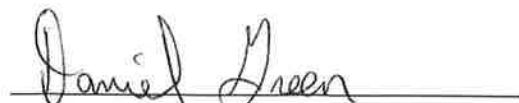
PASSED AND ADOPTED by the Town Board of the Town of Delafield, Waukesha County, Wisconsin this 9th day of February 2021.

TOWN OF DELAFIELD



Ron Troy, Town Chair

ATTEST:



Dan Green, Administrator/Clerk/Treasurer