

§ 2-2. MEETINGS.

§ 2-2.1. Schedule for Meetings. [1973 Code § 2-3]

The Council shall meet for organization on the first day of January, or during the first seven (7) days in January in any year at the call of the incoming Mayor. Thereafter, the Council shall meet regularly within the Borough at such times and places as provided by the Rules of Council. The Mayor shall when necessary call special meetings of the Council. In case of his neglect or refusal, any four (4) members of the Council may call such meetings at such time and place in the Borough as they may designate. In all cases of special meetings, twenty-four (24) hours written notice (or actual voice contact) shall be given to all members of the Council. Written notice may be given by leaving such notice at their places of residence. All meetings shall be held in compliance with the Open Public Meetings Act.

§ 2-2.2. Agenda for Meetings. [Ord. No. 98-659; Ord. No. 2011-858]

The agenda of all regular meetings of the Mayor and Council shall be posted by 3:00 p.m. on the Friday preceding the scheduled meeting date. The posting shall be located on the Official Bulletin Board of the Borough of Lake Como located in the Municipal Building, 1730 Main Street, Lake Como and the agenda will be posted on the Official Web Page of the Borough of Lake Como.

- a. Items of business, excluding ordinances and as otherwise provided by law, which the Governing Body has unanimously determined to be routine and which do not require discussions, shall be included under a single section of the agenda, known as the "consent agenda." Such items may be adopted or approved, as the case may be, upon a single motion and approval thereof by vote of a simple majority of the Governing Body. The consent agenda section of the agenda shall be preceded by an explanatory note substantially set forth as follows: "All matters listed under item 'Consent Agenda' are considered routine by the Governing Body and will be enacted by one motion. There will be no separate discussion of the items. If discussion is desired on any item, the item will be considered separately."

§ 2-2.3. Availability of Minutes. [Ord. No. 98-659]

The minutes of all meetings of the Mayor and Council shall be available in the Municipal Clerk's office. The minutes of the Governing Body shall be available on the Official Web Page of the

Borough of Lake Como as approved and shall be required to be posted for a period up to six (6) months on the web page.

§ 2-2.4. Public Comments Section. [Ord. No. 2000-676; Ord. No. 2000-685]

- a. The public shall have the right to speak on any issue of relevance to the Borough at the end of each meeting immediately following the completion of new business.
- b. The Mayor and Council may also open a regularly scheduled Council meeting to the public for public comments immediately after the completion of Council reports. The public during this portion of the meeting may be allowed to speak in regard to the ordinances and resolutions on the regularly scheduled agenda for that evening. This segment of the meeting shall be limited to public comments in regard to these matters only.
- c. If during the course of a Council meeting, a new ordinance or resolution is brought before the Council by the Mayor and/or a Councilperson, which ordinance or resolution was not previously scheduled on the agenda, then, at the discretion of the Mayor and Council, the meeting may be opened to the public for discussion pertaining to issues regarding that particular ordinance or resolution.

§ 2-3. POWERS AND DUTIES OF THE MAYOR. [1973 Code § 2-4]

The Mayor shall preside over all meetings of the Council but shall not vote except to give the deciding vote in case of a tie. Except as otherwise provided by Statute or specific ordinance, the Mayor shall nominate and, with the advice and consent of the Council, appoint all officers in the Borough. No appointments requiring Council confirmation shall be made except by a majority vote of the Council members present at the meeting, provided that at least three (3) affirmative votes shall be required for such purpose, the Mayor to have no vote thereon except in the case of a tie. Vacancies in appointive offices shall be filled by appointment in the same manner for the unexpired term only. The Mayor shall make such nomination to fill a vacancy within thirty (30) days after the appointive office becomes vacant. If the Mayor fails to nominate within thirty (30) days or the Council fails to confirm any nomination made by the Mayor, then, after the expiration of thirty (30) days, the Council shall appoint the officer.

The Mayor shall see that the laws of the State and the ordinances of the Borough are faithfully executed, and shall recommend to the Council such measures as he/she may deem necessary or expedient for the welfare of the Borough. He/she shall maintain peace and good order and have the power to suppress all riots and tumultuous assemblies in the Borough.

The Mayor shall supervise the conduct and acts of all officers in the Borough and shall execute all contracts made on behalf of the Council.

§ 2-4. through § 2-5. (RESERVED)

§ 2-6. PRESIDENT OF THE COUNCIL. [1973 Code § 2-5]

At the organizational meeting the Council by a majority vote shall elect from their number a President of the Council, who shall preside at all of its meetings when the Mayor does not preside. The President of the Council shall hold office for one (1) year and until the next annual meeting. The President of the Council shall have the right to debate the vote on all questions before the Council. If the Council at its annual meeting fails to elect a President, the Mayor shall appoint the President from the Council and in that case no confirmation by the Council shall be necessary. If the Mayor is absent from the Borough for a period of three (3) consecutive days or for any reason is unable to act, the President of the Council shall perform all the duties of the Mayor during his/her absence or inability. In case of the Mayor's intended absence from the Borough for more than three (3) days at any one time, the Mayor shall notify the President in writing of such intended absence, whereupon the President shall become Acting Mayor upon the receipt of such notice and continue to act until the Mayor's return. In case of the temporary inability of the President to so act, the Council member having the longest term of service as such may act temporarily for the President.