

*Borough of Sea Bright, NJ
Tuesday, January 28, 2020*

Chapter 3. Administrative Code

§ 3-10. Meetings.

[Amended 2-15-2011 by Ord. No. 3-2011; 6-21-2016 by Ord. No. 18-2016]

The regular meetings of the Council shall be held on the first and third Tuesday of each month, and adequate notice will be provided according to law. The workshop meeting of the Council shall be held on the second Thursday of each month, and adequate notice will be provided according to law. A recessed meeting shall be considered a continuation of a preceding meeting, and the business of the Council shall resume where it was last acted upon. Special meetings can be called by the Mayor or Council and will be held and adequate notice will be provided according to law. An annual reorganization meeting, known as "Reorganization Day," will be held on the first Saturday following January 1 and will replace the first meeting of the month of January each year.

- A. Time limits. Meetings of the Council will be limited to 2.5 hours of duration, including executive session deliberations. Extension of that time limit can be made only through a motion and majority vote of Council.
- B. Order of business. The agenda, executed in compliance with Roberts Rules of Order under the authority of the Mayor or other presiding officer, will dictate the order of business for each meeting of Council. The agenda regularly will include approval of minutes, ordinances, resolutions, old business items and new business items. Each regular meeting of Council will include sections entitled "Remarks from the Public" and "Mayor's Report." The second regular meeting of each month will include a section entitled "Standing Committee Reports."
- C. Consent agenda. The Clerk, at his/her discretion, may submit a "consent agenda," which compiles routine action items into one motion for adoption. Consent agenda items cannot be added after the primary agenda deadline. Before adopting the consent agenda, any Council member may remove an included item for separate action. Personnel appointments and new nonbudget expenditures will not be included on the consent agenda.
- D. Action and discussion. The Mayor or other presiding officer will not allow discussion of or action on items not on the agenda. Neither standing Council committee reports nor the Mayor's report will include items requiring Council action unless previously submitted to the agenda.
- E. Statements by members of the public.
 - (1) Three minutes is a reasonable amount of time for individual members of the public to address the governing body of the Borough of Sea Bright; and
 - (2) Limiting the time to address the governing body of the Borough of Sea Bright to three minutes will provide more members of the public with a greater opportunity to address the Mayor and Council; and

- (3) The Mayor or Acting Mayor will maintain discretion in allowing members of the public to exceed the three-minute time limit; and
- (4) Upon recognition by the Mayor or Acting Mayor, the person shall proceed to the floor and give his/her name and address for the record. The person shall address statements to the Mayor and Council as a body and not to any member, employee, or professional unless permitted by the Mayor or Acting Mayor. A Council member shall not direct any question to a speaker addressing the governing body unless permitted by the Mayor or Acting Mayor.