



City Council Rules Committee  
**Draft Meeting Minutes**  
**April 9, 2019**  
City Hall, 2<sup>nd</sup> Floor Conference Room  
4:30 p.m.

1. Councilor Bouchard, Chair, called the meeting to order at 4:33 p.m.

Committee members present: Councilors Bouchard, Matson, Grady Sexton and Herschlag. Mayor Bouley was absent. Staff members present: City Clerk Janice Bonenfant and City Solicitor Jim Kennedy.

2. Councilor Grady Sexton moved approval of the September 6, 2017 Meeting Minutes. The motion was duly seconded and passed with no dissenting votes.
3. Councilor Bouchard reminded committee members that they were meeting to discuss a City Council referral to review City Council Rules 6 A, B, C & D, specifically Councilor Herschlag's request to clearly indicate within the Rules what the definition of Councilor was, clarifying that reference to Councilor within Council Rules includes the Mayor and Mayor Pro Tem.
4. Review of Referral from City Council.

**Section 6.** Solicitor Kennedy addressed members indicating that the intended reference to the word "Councilors" within Section 6 included all members of City Council.

After brief discussion, Councilor Grady Sexton moved to add the definition of Councilor, as it is written within the City Charter, to Council Rules. The motion was duly seconded and passed with no dissenting votes.

*City Council fifteen (15) members consisting of a Mayor, four (4) Councilors-at-large elected by the qualified voters of the City at-large, and ten (10) Ward Councilors elected from each ward by the qualified voters thereof. Councilors-at-large shall be elected to terms of four (4) years. Ward Councilors shall be elected to terms of two (2) years.*

**Section 6B.** Councilor Herschlag moved to change the word "may" within the first sentence of Section 6B to "shall".

After brief discussion, Councilor Grady Sexton moved to amend the first sentence of Section 6B, to read as follows:

*The issue of a conflict of interest and qualification of a Councilor to participate in any matter before the City Council, **shall be declared**, pursuant to section 6A, on his/her own motion or on the motion of another Councilor, prior to the City Council discussion on the matter, or if discussion has occurred, as soon as the conflict of interest becomes known.*

The motion was seconded and passed with no dissenting votes.

Members of the committee had no further suggested changes to Council Rules.

### **Other Business**

Councilor Herschlag asked that in addition to review of Council Rules, if the committee could discuss the definition of Officer within the City's Ethics Ordinance, more specifically whether or not a member of the Ethics Committee could serve on another non-ordinance board and/or commission within the City. His interpretation of the definition of officer within the Ethics Ordinance was that a member of the Ethics Committee could not serve on another municipal board and/or commission. Councilor Herschlag indicated he had spoken to City Clerk Bonenfant about this indicating that it was his understanding that staffs interpretation was that a member of the Ethics Committee could serve on other non-ordinance based boards and/or commission.

After brief discussion, Solicitor Kennedy indicated that if the committee wished this question to be discussed, it should be in an attorney/client non-meeting setting. Committee members agreed that, if necessary, all members of City Council could meet and discuss this topic in an attorney/client setting prior to the regular May City Council meeting.

5. No additional meeting of the Rules Committee was scheduled.
6. Councilor Grady Sexton moved to adjourn the meeting at 4:57 p.m.

*A true copy; I attest:*

*Janice Bonenfant  
City Clerk*