

# CHAPTER 2

## CITY COUNCIL

### **.01 GOVERNMENT OF CITY.**

The City of Fairbury shall be governed by a City Council which shall be elected by wards and shall consist of a Mayor and eight aldermen. The boundaries of the wards in the City of Fairbury shall be as follows:

Ward No. 1: All that part of the City of Fairbury lying south of Locust St. and east of Third St.

Ward No. 2: All that part of the City of Fairbury lying south of Locust St. and west of Third St.

Ward No. 3: All that part of the City of Fairbury lying north of Locust St. and west of Third St.

Ward No. 4: All that part of the City of Fairbury lying north of Locust St. and east of Third St.  
(1986-15)

### **.02 ELECTION, TERM AND POWERS.**

The City Council shall be elected and serve for a four year term, and until their successors are elected and qualified, as provided by law. The terms of the Aldermen shall commence at the first regular or special meeting of the corporate authorities during the month of May following the proclamation of the results of the regular municipal election at which such Aldermen were elected. The City Council shall be the legislative department of the municipal government, and shall perform such duties and have such powers as provided by law and by ordinance. (1989-3)

### **.03 REGULAR MEETING.**

All regular meetings of the Mayor and City Council shall be held on the first and third Wednesday of each and every month in the City of Fairbury at 6:30 P.M., except whenever the regular meeting date shall fall on a legal holiday, such regular meeting shall be held on the next succeeding secular day at the same hour and place. Said meetings may be held in any public building within the City of Fairbury as the City Council may from time to time designate by resolution. If the City Council fails to designate a location, the meeting shall be held in the City Hall in Fairbury. (2010-1)

### **.04 SPECIAL MEETINGS.**

Special meetings of the City Council may be called by the Mayor or any three members of the City Council, provided that written notice of such meetings shall be given to each member of the City Council no less than 24 hours before the time set for such meetings. Whenever all of the members of the City Council are present at any special meeting, the requirement of notice of such special meeting shall be deemed waived.

### **.05 PRESIDING OFFICER.**

The Mayor shall be presiding officer of the regular and special meetings of the City Council, and of other meetings when the City Council convenes as committee of the whole. In the absence of the Mayor, the council, by quorum, shall elect a mayor pro-tem from among its members to serve during such absence.

### **.06 QUORUM.**

A majority of the elected members of the City Council shall constitute a quorum thereof, but no ordinance shall be passed except upon the affirmative vote of a majority of the elected members of the City Council or according to law.

## **.07 RULES OF ORDER.**

(a) Order of Business. The order of business at all meetings of the City Council shall be as follows:

1. Roll call of members.
2. Approval of minutes of previous meeting of the City Council.
3. Presentation of reports of Finance Committee and of City Clerk.
4. Reading of the bills and accounts against the City.
5. Reports of appointed officers.
6. Reports of standing committees.
7. Unfinished business.
8. Presentation of petitions or communications to the City Council.
9. New Business.
10. Miscellaneous business.
11. Adjournment.

(b) Motions, resolution and ordinances. All motions, resolutions and ordinances submitted to the City Council shall be reduced to writing before being voted upon. Where such are adopted and entered upon the minutes of the proceedings of the City Council, the name of the member moving the adoption, and the name of the member seconding same shall be entered in the minutes. On each matter submitted to the City Council upon which a vote is taken, the vote of each member voting, as well as the vote of the Mayor when he is required by law or by ordinance to vote, shall also be entered in the minutes.

(c) Addressing meetings. No person other than the Mayor, member of the City Council, or City officer shall address the City Council at any regular or special meeting except upon consent of a majority of the members of the City Council present.

(d) Suspension of rules. The rules of order, other than those provided by law, may be suspended at any time by the affirmation vote of a majority of the members present at any meeting of the City Council.

(e) Robert's Rules of Order. Robert's Rules of Order, 75<sup>th</sup> Anniversary Edition, shall govern the deliberations of the City Council, except as otherwise provided by law or ordinance.

## **.08 RECORDS.**

The City Clerk shall keep the minutes and records of the proceedings of the City Council.

## **.09 COMMITTEES.**

(a) Standing Committees. There shall be the following standing committees of the City Council: Committee on Streets and Alleys; Committee on Water and Sewer; Committee on Public Building; Committee on Police and Fire Protection; Committee on Parks and Lights; Committee on Finance; Committee on Ordinances, Permits and Insurance; Committee on Alcohol/Tobacco; and Committee on Administration and Technology. (2001-4)

(b) Membership. The Mayor shall appoint the members of all standing committees and shall designate the chairmen and vice chairmen thereof. Each standing committee shall consist of three members of the City Council, except as the City Council shall otherwise provide.

(c) Special committees. The Mayor shall appoint such special committees as shall be deemed necessary, or as the City Council shall direct.

## **.10 DUTIES OF STANDING COMMITTEES.**

The Duties of the standing committees shall be as follows:

(a) Committee on Streets and Alleys. The Committee on Streets and Alleys shall have charge of all grading, graveling, paving, digging, trenching, cleaning, clearing, vacating or opening of all streets, alleys, curbing and sidewalks in the City, and shall recommend to the City Council any purchase, change, or disposition of machinery of equipments, and shall perform such other duties as may be provided for by law or by ordinance.

- (b) Committee on Water and Sewer. The Committee on Water and sewer shall investigate, examine, inspect and report to the City Council on all installations, proposed installations, and all matters pertaining to water and sewer within the City, and to obtain, preserve and maintain all records, plats, sketches, drawings and all other papers relating to such installations, proposed installations, and all other matters pertaining to water and sewer within the City.
- (c) Committee on Public Buildings. The Committee on Public Buildings shall recommend to the City Council all matters concerning the use and maintenance of City power, lights and City owned building including addition thereto.
- (d) Committee on Police and Fire Protection. The Committee on Police and Fire Protection shall recommend to the city Council all procedures, regulation, restriction and conditions proper for the police and fire protection of the inhabitants of the City, for maintenance of law and order in the City, for the enforcement of the ordinances of the City, and for the performance of other such duties and functions usually performed by police departments.
- (e) Committee on Parks and Lights. The committee on Parks and Lights shall have charge of all park areas owned by or controlled by the City and shall recommend to the City Council all regulations proper for the care and management of such areas, and shall perform such other duties as may be provided for by law or by ordinance.
- (f) Committee on Finance. The Committee on Finance shall audit all bills and accounts, approve the treasurer's monthly report, approve the reports of and City Collectors, manage and protect the various funds of the City; recommend to the City Council the annual appropriation and tax levy ordinance, report to the City Council when requested to do so concerning the finances of the City, and to perform such other duties as may be provided for by law or by ordinance.
- (g) Committee on Ordinances, Permits, and Insurance. The committee on Ordinances, Permits and Insurance shall recommend to the City Council all procedures proper for the licensing of all activities, subject to mandates of Illinois law, carried on within the City limits. Said Committee shall recommend to the City Council and amount deemed proper as a fee for licensure subject to regulation by the United States or the State of Illinois. Said Committee shall also recommend to the City Council all additions or modifications to City ordinances as well as suggesting the procedure for modifying same. Said Committee shall also recommend proper insurance coverages and carriers to the Council.