

ORDINANCE NO. 2022-05

Town of Rising Sun

Cecil County, Maryland

AN ORDINANCE OF THE TOWN OF RISING SUN, ("TOWN") CECIL COUNTY, MARYLAND, AMENDING THE GENERAL LAWS OF THE TOWN OF RISING SUN BY AMENDING AND ADDING LANGUAGE TO CHAPTER 2 TITLED ADMINISTRATION & GOVERNMENT, BY DELETING, AMENDING AND ADDING ADDITIONAL LANGUAGE TO ARTICLE 1 TITLED BOARD ORGANIZATION AND PROCEDURE AND TO REPEAL ANY AND ALL OTHER ORDINANCES AND PARTS OF THE ORDINANCES IN CONFLICT THEREWITH.

WHEREAS the Town, located in Cecil County, Maryland is a municipality organized under the provisions of the Maryland Constitution and governed under the provisions of the Local Government Article of the Annotated Code of Maryland; and

WHEREAS the Town is proclaimed as a perpetual entity with the right to pass laws; and

WHEREAS, the Code of Ordinances of the Town, contains Chapter 2, titled ADMINISTRATION & GOVERNMENT, which establishes the general guidelines associated with the proper administration of affairs and business for the Town of Rising Sun, Maryland, in accordance with the Town Charter and other applicable Federal and State Laws; and

WHEREAS, like many other municipal governments, the Covid Pandemic forced us to operate town government in a manner that could be interpreted as inconsistent with established codes and guidelines. The ability to meet in person and operate town business in an efficient and organized manner was severely compromised due to the public health emergency of Covid-19; and

WHEREAS, like other communities the Town embraced the concepts of virtual meetings and phone conferences in lieu of face to face interactions; and

WHEREAS, many lessons were learned during this 2 year period to include the benefits of providing for a more flexible process of conducting town business in a manner that is transparent and accessible to our Town residents; and

WHEREAS, the advancements of technology are making it more efficient and effective at holding public meetings to a larger audience and documenting those meetings by use of video and livestreaming.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the authority of the Mayor and Commissioners of the Town of Rising Sun, Cecil County, Maryland, that the Mayor and Commissioners wish to carry forward some of those advancements developed during the pandemic while also amending our town code to reflect a more efficient and organized method of holding public meetings as follows:

SECTION 1

Chapter 2 titled Administration & Government contains Article 1 titled Board Organization and Procedure, which will be modified as shown in the attached document titled Chapter 2 *Administration & Government; Article 1 Board Organization and Procedure*, with new language reflected as font colored red with underline and deleted text reflected as strikethrough.

SECTION 2

All ordinances or parts thereof inconsistent herewith are repealed, rescinded, canceled, and annulled.

SECTION 3.

Should any provision, section, paragraph, or subparagraph of this Ordinance, including any code or text adopted hereby, be declared null and void, illegal, unconstitutional, or otherwise determined to be unenforceable for a court having jurisdiction, the same shall not affect the validity, legality, or enforceability of any other provision, section, paragraph, or subparagraph hereof, including any code text adopted hereby. The Town of Rising Sun hereby declares that it would have passed this ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared null and void, illegal, unconstitutional, or otherwise determined to be unenforceable. Each such provision, section, paragraph, or subparagraph is expressly declared to be and is deemed severable.

SECTION 4.

That nothing in this ordinance hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this ordinance.

SECTION 5.

If passed and adopted, the Rising Sun Town Clerk is hereby ordered and directed to cause this ordinance to be published in a newspaper in general circulation.

SECTION 6.

BE IT FURTHER ENACTED that this Ordinance is being considered for adoption as an emergency ordinance as provided for by code and if adopted shall become effective immediately.

SECTION 7.

NOW THEREFORE BE IT RESOLVED that this ordinance was introduced on this 25th Day of October 2022.

SECTION 8.

NOW THEREFORE BE IT FURTHER RESOLVED that the Mayor and Commissioners of the Town of Rising Sun passed, approved, and adopted this ordinance on this 25th day of October 2022.

AYES: (2) Commissioners Pierson and Pauline Braun

NAYES: 0

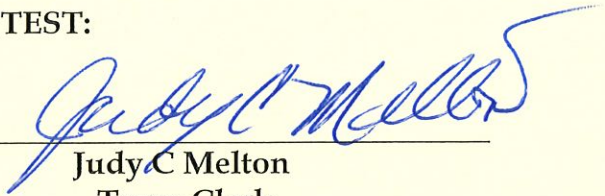
ABSTAIN: 0

** NOTE: BOARD OF COMMISSIONERS HAS ONE (1) VACANCY - MAJORITY OF 3 IS 2 TO TAKE ACTIONS

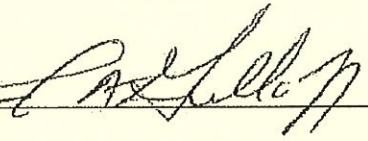
THE MAYOR AND COMMISSIONERS
OF THE TOWN OF RISING SUN

BY: 
Travis Marion, Mayor

ATTEST:


Judy C Melton
Town Clerk

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY THIS 24th DAY OF OCTOBER 2022

BY: 
Jack A. Gullo, Jr., - Town Attorney

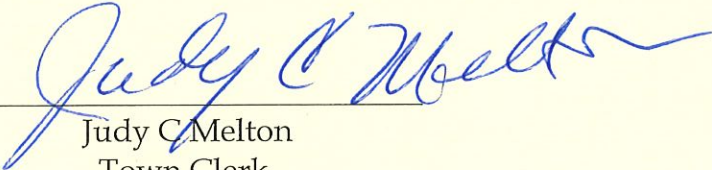
STATE OF MARYLAND)
COUNTY OF CECIL)
TOWN OF RISING SUN)

SS:

CERTIFICATE

I, Judy C Melton, Town Clerk for the Town of Rising Sun, Maryland, do hereby certify that the above and foregoing Ordinance is a true, perfect and complete copy of the Resolution adopted by the Mayor and Commissioners of the Town of Rising Sun, Maryland, and is identical to the original thereof appearing in the official records of the Town of Rising Sun, Maryland and the same has not, since its adoption, been rescinded or amended in any respect.

IN TESTIMONY WHEREOF, I have hereunto set my hand and have affixed the seal of the Town of Rising Sun as of this 26th day of October 2022.



Judy C Melton
Town Clerk

CHAPTER 2
ADMINISTRATION & GOVERNMENT

ARTICLE 1. BOARD ORGANIZATION AND PROCEDURE

Section 2-101. Regular Meeting: Time and Place

- (1) Mayor and Commissioners Meetings
 - (a) Time and Frequency. The Commissioners shall hold Town meetings in accordance with the Town Charter, at which time they shall conduct the normal business of the Town, enact ordinances or resolutions and receive citizen input and other communications. As provided for in the Charter, and by a majority vote, the commissioners may set a meeting schedule from time to time that reduces the number of meetings to no less than one (1) meeting per month. The commissioners may also set a schedule that has multiple meetings in a month as needed. The schedule shall be posted at Town Hall and on the Town's website. Whenever the day fixed for any meeting falls upon a day designated by law as a legal or national holiday, such meeting may be held on some other acceptable day as a majority of the Board shall designate.
 - (b) Place. All meetings of the Commissioners shall be held in the Town Hall of Rising Sun unless the Board unanimously agrees otherwise. If the meeting place is other than the Town Hall, a public notice shall be posted at the Town Hall or public notice shall otherwise be given stating the location of the meeting.
 - (c) Virtual Meetings. In the event of a public emergency or out of the abundance of caution, the Mayor or upon written request of any two commissioners may elect to hold the Mayor and Commissioner's meetings in a virtual setting instead of in person. A public notice shall be posted at the Town Hall or public notice shall otherwise be given stating the date and time of the meeting to include log on instructions on how to view the virtual meeting.
- (2) Executive Meeting. The Town Board of Commissioners may hold such executive meetings as necessary. Executive sessions shall be governed by the requirements of ~~Article 76A~~ Open Meetings Act of the Annotated Code of Maryland, as amended from time to time.
- (3) Roberts Rules of Order. All meetings shall be conducted in accordance with Robert's Rules of Order Newly Revised, 11th-12th edition.

Section 2-102. Special Meetings

The Mayor shall call special meetings of the Commissioners whenever in his opinion the public business may require, or at the express written request of any two Commissioners. Whenever a special meeting shall be called, a notice in writing shall be served upon each Commissioner, stating the date and hour of the meeting and the purpose for which such meeting is called, and no business shall be transacted there, except such as is stated in the notice.

Section 2-103. The Presiding Officer: Duties,

The Mayor shall serve as the Presiding Officer.

The Presiding Officer shall preserve strict order and decorum at all regular and special meetings of the Commissioners. He shall state every question coming before the Commissioners, announce the decision of the Commissioners on all subjects and decide all questions of order, subject, however, to an appeal to the Commissioners, in which event a majority vote of the Commissioners shall govern and conclusively determine such questions of order. He shall vote in the case of a tie, his name being called last. In the event of the absence of the Mayor a designated Assistant Presiding Officer or Acting-Mayor shall preside over the meeting, as spelled out in the Charter.

Section 2-104. Roll Call

Before proceeding with the business of the Commissioners, the Clerk or his deputy shall call the roll of the members, and the names of those present or participating virtually shall be entered in the minutes. The clerk shall specifically call out and designate the time of any member joining the meeting after the meeting has been called to order.

Section 2-105. Quorum

A majority of all the members elected to the Commissioners, excluding the Mayor, shall constitute a quorum at any regular or special ~~meeting~~meetings of the Commissioners. In the absence of a quorum, the Presiding Officer shall, at the request of any two Commissioners ~~present~~in attendance, request the attendance of absent Commissioners. Members not able to attend in person due to illness or work may participate virtually and have all the same rights and privileges as if they were in person at the meeting.

Section 2-106. Order of Business

All meetings of the Commission (other than executive sessions) shall be open to the public. Promptly at the hour set on the day of each public meeting, the Mayor, the Commissioners, the Town Administrator the Clerk, and any other Town Officers required to be in attendance shall take their regular stations, and the business of the Commission shall be taken up for consideration and disposition.

Section 2-107. Minutes ~~Approved~~Recording and Live Streaming of Mayor and Commissioners Meetings, transcripts and meeting summaries

~~Unless a reading of the minutes of a previous meeting is requested by a Commissioner, such minutes may be approved without reading upon motion by a Commissioner, if the Clerk has previously furnished each member with a copy thereof.~~

- (1) Video Recordings and Live Streaming. All Mayor and Commissioner Meetings shall be video recorded and uploaded to the town's website for viewing within seven (7) business days of the meeting.
- (2) Live Stream. Such meetings may also be lived streamed if available, however Live Streaming of Meetings will not include a function for audience participation. Anyone wishing to address the board must attend the meeting and comply with section 2-109 below.
- (3) Official Documentation of Mayor and Commissioners Meetings. Video copies of such meetings shall also serve as the official recording of the meetings.
- (4) Transcripts of Video Recordings. An official transcript can be made of any recording if:
 - (a) Requested by two members of the Board of Commissioners; or
 - (b) Requested by a member of the general public at their expense.No transcript is official until approved by a majority of the Board of Commissioners.
- (5) Video Summary. The Town Clerk shall produce a summary of each recording by listing the time noted on the video recording for each section of the agenda, any votes taken or any important matters that come up during the meeting.
- (6) Archiving of Videos, Summaries and Transcripts. In accordance to the State Government Article of the Annotated Code of Maryland, Title 10 - Government Procedures, subtitled 6 - Records, meeting videos, summaries and transcripts shall be archived and retained as follows:
 - (a) A digital copy of all Mayor and Commissioners Meeting videos along with video summaries shall be kept at town hall and made available upon request.
 - (b) Live Streams of Mayor and Commissioners meetings along with meeting summaries shall be kept on the Town's website.

Section 2-108. Rules of Debate

- (1) Presiding Officer — The Mayor shall preside over all meeting of the Mayor and Commissioners, as prescribed in the Town Charter and section 2-103 above, to include any special meetings or public hearings of the Board of Commissioners but shall have no vote on any matters before the board, except in the event of a tie. The Vice Mayor or other commissioner chosen to serve as the Presiding Officer in the absence of the Mayor or Vice Mayor shall have all the same legislative and voting powers as the other commissioners even when serving in the temporary absence of the Mayor and as spelled out in the Town Charter. ~~The Mayor or such other Commissioner as may be presiding, may move, second and debate from the chair, subject only to such limitations of debates as are by these rules imposed on all Commissioners and shall not be deprived of any of the rights and privileges of a Commissioners by reason of his acting as presiding Officer, except that as Presiding Officer, he may vote only in case of a tie, as provided in Section 2-103 of this Chapter.~~
- (2) Getting the Floor; Improper Reference to be Avoided -- Every Commissioner desiring to speak shall address the Chair, and, upon recognition by the Presiding Officer, shall confine himself to the question under debate, avoiding all personal remarks and indecorous language or digressing from the main subject or question at hand.
- (3) Interruptions -- A Commissioner, once recognized, shall not be interrupted when speaking unless it be to call him to order or as herein otherwise provided. If a Commissioner, while speaking, be called to order, he shall cease speaking until the question of order be determined, and, if in order, he shall be permitted to proceed.
- (3)(4) No commissioner is entitled to be called on to speak a second time in debate on the same motion until everyone who is seeking recognition has had his or her first opportunity to speak.
- (5) Privilege of Closing Debate -- The Commissioner moving the adoption of an ordinance or resolution shall have the privilege of closing the debate.
- (4)(6) Motions. Business is resolved at meeting by voting on proposition (Motions) put forward by Commissioners. Unless directed otherwise by Roberts Rules, all motions require a second. If a motion does not receive a second, the motion dies on the floor and is not voted upon. If a second on the motion is put forward the Presiding Officer will open up the floor for discussion and debate on the motion. The Presiding Officer may allow a commissioner to speak on a motion more than once if they deem appropriate. With no further discussion or debate on the motion, the Presiding Officer will call for the vote on the motion. The Presiding Officer will announce number

of votes for and against the motion and the result of the motion as to pass or fail.

(5)(7) Motion to Reconsider -- A motion to reconsider any action taken by the Commissioners may be made only on the day such action was taken. It may be made either immediately during the same session, or at a recessed or adjourned session thereof. Such motion must be made by one of the prevailing sides, but may be seconded by any Commissioner, and may be made at any time and have precedence over all other motions it shall be debatable. Nothing herein shall be construed to prevent any Commissioner from making or remaking the same or any other motion at a subsequent meeting.

(8) Amendments to Motions. Prior to voting on a motion, another commissioner can make a motion to amend the original motion. If the mover and seconder of the original motion consent to the amendment, the amendment is deemed "Friendly" and it does not require a second to the proposed motion to amend. If an amendment is not deemed "Friendly", it does require a second to the motion to amend. If a second to the motion to amend is offered, then the motion to amend must be debated and voted upon before the debate and vote resumes on the original motion. If the motion to amend is successful and renders the original motion mute, then the mover of the original motion can request a reconsideration of the motion as detailed in # 7 above.

(9) Motions which take Precedence. Normally, a motion cannot be made while another motion is being debated, nor can there be multiple motions under consideration at the same time. There are, however, certain types of motions that take precedence over "normal" motions:

(a) Motion to Amend (as above)

(b) Motion to Table - This is a motion to defer further debate on the main motion until some future time. The motion requires a seconder and is debatable only as to the length of time that the main motion will remain tabled.

(c) Motion to Refer - This is similar to a motion to table, except that instead of deferring a motion for a specific amount of time, it is deferred until advice can be sought from another body.

(d) Motion to Call the Question - This is a motion to cease debate and proceed to the vote on the main motion. If there is an objection to the motion, the motion requires a seconder and must pass by a two-thirds vote. The motion is not debatable.

(e) Motion to Reconsider - This is a motion to re-open debate on a motion that has already been voted on earlier in the same meeting. (see # 7 above)

(f) Motion to Adjourn - A motion to end the meeting. Requires a seconder

and is not debatable.

(10) Points. There are several special motions called "points" that have priority over all other motions or discussion. Points are considered serious enough that a speaker may be interrupted by another individual who wishes to make a point. Points do not require a seconder.

(a) Point of Order - An individual may raise a point of order if they feel that business is proceeding incorrectly. The speaker must either agree or disagree with the point raised. An individual may also use this point if they do not understand the proceedings and/or wish to have a clarification made on a specific ruling.

(b) Point of Privilege - Individuals may raise points of privilege if it is felt that their rights as members of the assembly have been violated. This point can also be used if an individual is unable to participate in the discussion due to an inability to hear the speaker, because the room is too hot or cold, or because he or she is unclear on matters of procedure. If you do not understand what is happening, you can interrupt the speaker and request clarification on a point of privilege.

(c) Point of Information - This point is used to ask for information that you feel is essential to your understanding of the debate. It may not be used to give information. The member may decide not to answer the question by refusing to yield the floor. Again, it is not in order to give someone information on a point of information.

(d) Challenge to the Speaker - This point is used when an individual disagrees with the speaker's ruling. The mover must state why he or she disagrees with the ruling. The speaker may then give the reasoning behind the ruling. A vote is then taken to affirm the speaker's ruling.

(6)(11) Remarks of Commissioners, When Entered in Minutes -- A Commissioner may request, through the Presiding Officer, the privilege of having an abstract of his statement on any subject under consideration by the Commissioners entered in the minutes.

(7)(12) Synopsis of Debate; When Entered in Minutes -- The Clerk may be directed by the Presiding Officer, with consent of the Commissioners, to enter in the minutes a synopsis of the discussion on any question coming regularly before the Commissioners.

Section 2-109. For the Good of the Town; Addressing the Board

Any person desiring to address the Board may do so as follows:

(1) Written Communication - Interested parties or their authorized representatives may request to address the Board by written communication,

sent to the Mayor and Commissioners, no less than seven (2-7) business days before the scheduled meeting, to include the subject matter that they would like to address. Unless the request to present such subject matter before the board is rejected by the Board of Commissioners, the matter will be placed upon the meeting agenda with the time allotted for discussion to be determined by the Board of Commissioners.

(2) Oral Communications & Public Comments - Any person may address the Board by oral communications on any matter concerning Town Business listed on the agenda and only during the public comment period, provided they list their name, or entity that they represent on the meeting sign in sheet however, no person shall be allowed to address the Board until the appropriate time set forth in the agenda and then after recognition by the presiding officer of the Board.

(3) Addressing the board can only be done in person at the designated meeting place unless the meeting is held virtually as defined in section 2-101 above. Meetings that are live streamed will not include a provision to address the board online.

Section 2-110. Addressing the Board

~~Any person or entity as described in Section 2-109, subsection (2) above, may address any issue or action taken by the Board under public comment.~~

Section 2-111. Manner of Addressing Board: Time Limit

Each person addressing the Board shall step up to the designated area for public comment, and shall give their name in an audible tone of voice for the record, and unless further time is granted by the Board, shall limit their address to three (3) minutes. All remarks shall be addressed to the Board as a body and to any member thereof. No person, other than the Board and the person having the floor shall be permitted to enter into any discussion, either directly or through a member of the Board, without the permission of the Presiding Officer. No question shall be asked a Board member except through the Presiding Officer. The foregoing shall not apply to members of the Board or the Mayor. Persons addressing the board can only speak one (1) time on any one (1) subject matter and cannot cede their remaining time to the next speaker.

Section 2-112. Silence Constitutes Affirmative Vote

Unless a Commissioner states that he is not voting, his silence shall be recorded as an affirmative vote.

Section 2-113. Decorum

- (1) By Mayor and Commissioners -- While the Board of Commissioners is in session, order and decorum must be preserved, and neither the Mayor nor a Commissioner shall by conversation or otherwise, delay or interrupt the proceedings or disturb any other Commissioners while speaking or refuse to obey the orders of the Commission or its Presiding Officer, except as otherwise provided herein.
- (2) Meetings Norms and Code of Conduct -- Meetings of the Mayor and Commissioners shall be conducted in a calm and courteous manner. During public meetings of the Mayor and Commissioners, all persons shall preserve order and decorum. Any person heckling or interrupting any speaker; or making personal attacks, impertinent, slanderous, offensive or threatening, aggressive remarks, or becoming boisterous shall be barred from further attendance at the meeting by the presiding officer or Board of Commissioners as provided for by section 2-103 of this Chapter unless permission for continued attendance is granted by a majority vote of the Commissioners.
- (3) Enforcement -- The Chief of the Rising Sun Police Department or such member or members of the Police Department, shall serve as sergeant-at-arms at the meetings. Upon the direction of the presiding officer, or upon motion of the majority of the Board of Commissioners, the sergeant-at-arms shall remove such persons from the meetings who violate these rules and regulations. Any person(s) may be permitted to stay at a meeting upon majority vote of the Town Commissioners.

Section 2-114. Persons Authorized to be Seated at the Board Table

No persons, except Town Officers shall be permitted to be seated at the Board Table unless granted permission to do so by the Presiding Officer or Board of Commissioners.

Section 2-115. Special Committees

All special committees shall be appointed by the Mayor unless otherwise directed by the Commissioners.

Section 2-116. Commissioner May File Protest Against Board Action

Any Commissioner shall have the right to have the reasons for his dissent from, or protest against, any action of the Commissioners entered in the minutes.

Section 2-117. Claims Against Town

No account or other demand against the Town shall be allowed until same has been considered and approved by the Mayor and Commissioners.

Section 2-118. Ordinances, Resolutions, Motions and Contracts

- (1) Prior Approval by Commissioner -- All ordinances, resolutions, and contract documents shall, before presentation to the Commissioners, have been approved as to form and legality by the Town Attorney or his authorized representative and shall have been examined and approved for administration by the Mayor or his authorized representative, where there are substantive matters of administration involved. All such instruments may first be referred to the Commissioner who heads the department under whose jurisdiction the administration of the subject matter of the ordinance, resolution or contract document would devolve. Provided, however, that if approval is not given, then the same shall be returned to the President of the Commissioners with a written memorandum of the reasons why such approval is withheld.

In the event the questioned instrument is not re-drafted to meet the Commissioner's objection, or objections, then the Mayor shall so advise the Commissioners and give the reasons advanced by the Commissioners for withholding approval.

- (2) Introducing for Passage or Approval

- (a) Ordinances, resolutions, and other matters or subjects requiring action by the Board of Commissioners must be introduced and sponsored by a Commissioner, except that the President of the Commissioners, and any Commissioner may assume sponsorship thereof by moving that such ordinance, resolution, matter or subject be adopted; otherwise, they shall not be considered.
- (b) No ordinance, or section thereof, shall be amended or repealed unless the new ordinance contains the title of the ordinance or section amended or repealed, and when practicable all ordinances may be introduced as amendments to existing ordinances or section thereof.
- (c) No ordinance shall be passed at the meeting at which it is introduced. At any regular or special meeting of the Commissioners held not less than 6 nor more than 60 days after the meeting at which an ordinance was introduced, it shall be passed, or passed as amended, or rejected, or its consideration referred to some specified future date. In cases of emergency the above requirement may be suspended by ~~the affirmative votes of four members~~ a super majority vote of the Board of Commissioners. Every ordinance, unless it be passed as an emergency ordinance, shall become effective at the expiration of twenty (20) calendar days following approval by the Board of Commissioners. The complete text of, or a fair summary of each ordinance shall be published once in a newspaper or newspapers having general circulation in the municipality. An

emergency ordinance shall become effective on the date specified in the ordinance.

Section 2-119. Reports and Resolutions to be Filed with Clerk

All reports and resolutions shall be filed with the Clerk and entered in the minutes.

Section 2-120. Adjournment

A motion to adjourn shall always be in order and decided without debate.

Section 2-121. Confirmation of Ordinances and Resolutions.

All ordinances passed by the Board of Commissioners should be prefaced by, "Be it Enacted and Ordained by the Commissioners of the Town of Rising Sun that..." Ordinances and Resolutions approved and adopted by the Board of Commissioners shall be confirmed by signature of the Mayor or Vice Mayor and attested to by the Town Clerk.

Section 2-122. Agendas and meeting documents.

- (1) Meeting agendas shall be posted on the Town's website as soon as they are available and complete.
- (2) Meeting Packets. A meeting packet to include an agenda, copies of ordinances, resolutions, reports, summaries and back up materials related to agenda items shall be sent to the Mayor and Commissioners prior to the meeting so they can be confident in their understanding of any agenda items prior to their discussions or actions on any matters. Board members are encouraged to seek clarification of any issues on the agenda prior to the meeting.
- (3) Consent Agenda. To streamline the meeting process and allow more time to focus on substantive issues, routine, procedural, informational, self-explanatory and non-controversial items can be grouped together as a consent portion of the agenda. These items can be presented to the board as a single motion for an up or down vote. The consent portion of the agenda process shall be as follows:

 - (a) As the first item of business the Presiding Officer should ask if anyone wishes to remove an item from the consent portion of the agenda.
 - (b) Any commissioner may request that an item be removed from the consent portion of the agenda for any reason, such as to discuss an item in more detail, query the item or they might intend to vote no on the identified item, but yes for the remaining items on the consent portion of the agenda. Any item requested for removal must be removed.

- (c) If any items were removed from the consent portion of the agenda the Presiding Officer may determine where on the agenda those items will be discussed, e.g., immediately after the consent agenda has been accepted or later on the agenda.
- (d) If there are no more items to be removed, the Presiding officer shall set the consent agenda by reading out the items to remain on the list and will follow with the statement "If there are no more objections to the established list I will entertain a motion to adopt the consent agenda"
- (e) Once the motion has been received and seconded, the Presiding Officer opens the floor for any questions or discussion on the items remaining on the consent agenda. The understanding, though, is that the commissioners have come prepared and, other than a quick point or question, they are comfortable voting for the items, or they would have asked to have them removed.
- (f) Once the consent agenda has been set, the presiding officer will request a motion to approve the items on the consent portion of the agenda.
- (g) A vote on the single motion to adopt the items on the consent agenda shall apply to all of the items on the consent agenda.