

CHAPTER 109
Rules of Public Notice

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CROSS REFERENCES

See sectional histories for similar State law
Meetings to be open - see CHTR. 3.11; LEGIS. Ch. 107.
Public meetings - see ORC 121.22

109.01 REGULAR MEETINGS.

(a) Date and Time: Regular meetings of the Council of the City of Franklin, hereinafter "Council," will be held on the first and third Monday of each calendar month, beginning at 6:00 p.m. If a holiday falls on a Monday, the meeting shall automatically be deemed cancelled.

(b) Place: Unless otherwise ordered by Council, all meetings will be held in the Council Chambers in the City of Franklin Municipal Building.

(c) Notice: The Clerk shall give notice of regular meetings by advertising notice of the same once, in January of each calendar year, in a newspaper of general circulation in the City, by posting notice of the same in the Franklin Municipal Building and on the City of Franklin's website.

(d) Change in Date, Time or Location: If the date, time or location of a regular meeting is changed, notice of the change shall be made by notifying the news media of the same, and by posting notice of the change at the Franklin Municipal Building and on the City of Franklin's website as far in advance of the meeting as possible, but not less than twenty-four (24) hours prior to the meeting.
(Ord. 2006-28. Passed 09/18/06)

109.02 SPECIAL MEETINGS.

(a) How Called: Special meetings of Council may be held at the call of the Mayor, or three (3) members of Council, or upon a majority vote of Council taken at any regular and special meeting. The call for a special meeting shall specify the date, time, location and purposes of the meeting. Unless otherwise provided, special meetings will be held at the same location as regular meetings.

(b) Notice: The Clerk, or the Mayor in the Clerk's absence, incapacity or refusal to act, shall give notice of the date, time, location and purposes of a special meeting, other than an emergency meeting, by posting notice in the same locations as provided for posting notice of regular meetings and by publication within at least one newspaper of general circulation within the City. Notice shall be posted as far in advance of the meeting as practicable, but not less than twenty-four (24) hours prior to the meeting.
(Ord. 2006-28. Passed 09/18/06)

109.03 EMERGENCY MEETINGS.

(a) How Called: Emergency meetings of Council will be held at the call of the Mayor, or by any two members of Council. The call for an emergency meeting shall specify the date, time, location and purposes of the meeting. Unless otherwise provided, emergency meetings will be held at the same location as regular meetings.

(b) Notice: If there is sufficient time to post twenty-four (24) hours notice, the Clerk, or the Mayor in the Clerk's absence, incapacity or refusal to act, shall give notice of an emergency meeting in the same manner as notice of a non-emergency special meeting. Otherwise, notice of the emergency meeting is not required, except as provided in Section 109.05.

(Ord. 2006-28. Passed 09/18/06)

109.04 CANCELLED MEETINGS.

(a) Emergencies; Inclement Weather: In case of an emergency, such as inclement weather or other unforeseen circumstances, the Mayor or any two members of Council are authorized to cancel any meeting of Council. The business to be conducted at the meeting cancelled because of an emergency shall be presented at the next regular meeting of Council or at a special meeting.

(b) By Call of the Mayor: Any regular meeting of Council may be cancelled upon a majority vote of Council at a preceding regular, special or emergency meeting, as long as at least one regular meeting of Council has been held or will be held in the month in which the cancelled meeting occurs.

(Ord. 2006-28. Passed 09/18/06)

109.05 NOTICE TO NEWS MEDIA.

(a) Special Meetings: News media who have requested notice of special meetings shall be individually notified by the Clerk of the date, time, location and purposes of any such meeting at least twenty-four (24) hours in advance of the meeting. No special meeting shall be held unless at least twenty-four hours' advance notice is given to the news media that have requested such notification, except in the event of an emergency requiring immediate official action.

(b) Emergency Meetings: If the meeting is an emergency meeting, the Clerk shall immediately notify the news media that have requested notification of the date, time, location and purposes of the meeting.

(Ord. 2006-28. Passed 09/18/06)

109.06 NOTICE OF MEETINGS TO DISCUSS PARTICULAR BUSINESS.

The Clerk shall give reasonable advance notice of any regular or special meeting at which a particular type of public business is to be discussed, to any person who has requested such notice. If time permits, such notice shall be by mail; otherwise, telephone notice shall be given. A request for notice shall be in writing, shall state the requestor's name, address, telephone number, and the nature of the public business in which the requestor has a particular interest and desires notice, and shall be accompanied by payment of a fee of \$20.00. Any such request shall remain in force for one year from the date the request is made.

(Ord. 2006-28. Passed 09/18/06)

109.07 SPECIAL NOTICE REQUIRED BY LAW.

When a particular form or method of notice is required by statute for a public hearing or meeting of the Board, notice of the hearing or meeting shall be given in the form and manner prescribed by statute, in addition to the notice otherwise required under these rules.

(Ord. 2006-28. Passed 09/18/06)

109.08 EXCEPTIONS.

The requirements of this Chapter do not include notice of meetings which are exempted from such requirements under ORC 121.22, or other applicable law.

(Ord. 2006-29. Passed 09-18-2006)