

Bylaws of the Borough of Berrysburg

Section I.

Council shall hold its stated meetings monthly on the first Monday of every month.

Section II.

The Burgess may convene Council at any time, either for general or special purposes by giving verbal or written notice to each member at least one day prior to such meeting. The Secretary shall write and serve the written notices.

Section III.

Immediately after the adoption of these Bylaws, and thereafter at the first meeting of the new council; Council Shall elect from among their number a President who Shall serve during the term for which he had been elected a member of Council; and whose duty it Shall be in addition to his other duties, to perform the duties of Burgess, in case of the absence, death, removal or inability of that officer.

Section IV.

The minutes of each meeting shall contain a list of all the member(s) present.

Section V.

All motions, resolutions, or propositions made, offered or proposed embodying an ordinance, Bylaw, rule, or regulation or their repeal, and all reports of committees must be submitted in writing.

Section VI.

When voting upon the adoption, amendment or repeal, of any ordinance or Bylaws a majority of the whole Council Shall be required in order to carry.

Section VII.

No ordinance or Bylaw shall be adopted, amended or repealed at the same meeting at which it is proposed for adoption, amendment or repeal, but shall lie over until a subsequent meeting.

Section VIII.

The President shall appoint all committees unless otherwise ordered by the Council.

Section IX.

No money shall be paid out by the Treasurer unless upon an order signed by the President and countersigned by the Secretary.

Section X.

The Borough Collector shall give bond for double the amount of Tax duplicate.

Section XI.

The Supervisor or Street Commissioner Shall be required to report to council at such times as they Shall designate, the amount and nature of the work done and expenses incurred upon the Streets and he Shall not do any work to which the Burgess or President of Council Shall object, He Shall also, when required by either of these officers, open and keep open, such water courses as they or either of them Shall designate.

Section XII.

The following shall be the order of business, in accordance with which all meetings of Council shall be conducted,

- 1. Roll Call*
- 2. Receiving Credentials and Qualifying members*
- 3. Election of Secretary*
- 4. Reading minutes of previous meeting*
- 5. Election of officers other than Secretary*
- 6. Report of Committees*
- 7. Report of officers elected by Council*
- 8. Unfinished business*
- 9. New business*
- 10. Adjournment.*

Section XIII.

These Bylaws may be altered or repealed, or any part of them, but only subject to the provisions of Section VI and VII. Any part of these may be suspended by a two thirds vote of Council, but only for that meeting.

Section XIV.

In all respects in which no provision is made or Shall hereafter be made in these Bylaws for the government of Council, it Shall be governed by the rules of the House of Representatives of this State, in as far as the same may be applicable.

*Adopted by the Council of the Borough of Berrysburg, June 5th
A.D. 1882*

*Attest: Jacob Snyder, Chief Burgess
 Jonathan A Brugger, Secretary*