

**TEMPORARY RULES OF COUNCIL FOR DURATION OF EMERGENCY DECLARED BY OHIO EXECUTIVE
ORDER 2020-01D**

A. DURATION AND APPLICABILITY

1. Unless terminated at an earlier time by majority vote of Council, these Temporary Rules shall apply for the duration of the emergency declared by Ohio Governor Mike DeWine in Executive Order 2020-01D on March 9, 2020, related to the spread of SARS-CoV-2 coronavirus that causes COVID-19.
2. Unless specifically suspended by these Temporary Rules or otherwise suspended in accord with Rule of Council H.3, all generally applicable Rules of Council shall continue in full force and effect.

B. SUSPENSION OF RULES

The following generally applicable Rules of Council shall be suspended for the duration of these Temporary Rules:

- a. A.2 – Regular Meetings
- b. A.4.e – Committee Meetings Open to Public
- c. A.4.j – Committee Meeting Attendance
- d. B.1 – Meetings to Be Public
- e. B.2 - Quorum
- f. B.4 – Attendance at Council Meetings
- g. B.6 – Use of Electronic Devices During Meetings
- h. F.1 – Persons Addressing Council
- i. F.2 – Citizen Participation in Regular Meetings
- j. F.3 – Citizen Participation in Special Meetings
- k. G.2 – Distribution [of Agenda and Council Packet]

C. TEMPORARY RULES RELATED TO MEETINGS OF COUNCIL AND COUNCIL COMMITTEES

1. REGULAR MEETINGS

Regular Council meetings are held on the first and third Tuesday of each month at 7:30 P.M. or such other times as Council designates. If a regular meeting falls on a holiday, it shall be held on the following day or such other day as the Council may determine. For the duration of these Temporary Rules, the Council's usual meeting place shall be via videoconference. Livestreaming of such videoconference meetings shall be available via the City's website or the City's Facebook page.

2. COMMITTEE MEETINGS OPEN TO THE PUBLIC

All City Council standing or ad hoc committee meetings shall be held via videoconference. Livestreaming of such videoconference meetings shall be available via the City's website or the City's Facebook page.

3. COMMITTEE MEETING ATTENDANCE

Council acknowledges that, since much of the work of Council is done at the committee meetings, all Council members should attend the meetings of the committee which they sit on and that attendance at committee meetings is as important as attendance at Council meetings.

For the duration of these Temporary Rules, a member shall be considered to “attend” the meeting by participating in the videoconference with the ability to hear and speak to other members participating in the videoconference.

4. MEETINGS TO BE PUBLIC

All Council meetings shall be open to the public subject to the right of Council to meet, but not take action, in a non-public executive session (Charter 4.08).

A meeting is considered “open to the public” for the duration of these Temporary Rules if a link or other instruction for accessing the livestream has been posted on the City’s website, Facebook page, or other generally accessible means reasonably calculated to provide general public access to observe the meeting. City Staff will work diligently and in good faith to ensure livestreaming capability. The City does not assume responsibility for hosting platform or user defects, deficiencies, or errors that prevent or interrupt users’ observation of meetings.

5. QUORUM

Attendance of four Council members shall constitute a quorum for the transaction of business. (Charter 4.08).

For the duration of these Temporary Rules, a member shall be considered to “attend” the meeting by participating in the videoconference with the ability to hear and speak to other members participating in the videoconference.

If during the course of a meeting, a technical difficulty interrupts a member’s ability to continue participating in a meeting such that a quorum is no longer present, the meeting will stand in recess until such time as the member can rejoin the meeting or until such time as the remaining members assign a time to resume the meeting. The Clerk of Council shall provide notice of the assigned time to the media and others who have requested notice of Council meetings as soon as practicable by a means reasonably calculated to provide notice of the assigned time.

6. ATTENDANCE AT COUNCIL MEETINGS

Council members are expected to attend all Council meetings unless there is good and sufficient reason for their absence. Council members who will be unable to attend a scheduled meeting shall inform the Council President and/or the City Clerk of their anticipated absence. The City Clerk will announce all absences following the roll call of a

meeting. The City Clerk shall keep a calendar of anticipated Council member absences to assist in scheduling meetings.

For the duration of these Temporary Rules, a member shall be considered to “attend” the meeting by participating in the videoconference with the ability to hear and speak to other members participating in the videoconference.

The City Manager may assign Staff to assist Council members in evaluating the technical needs for the members’ participations in videoconference meetings.

7. USE OF ELECTRONIC DEVICES DURING MEETINGS

Council members necessarily will have to use electronic devices to participate in videoconference meetings.

8. PUBLIC PARTICIPATION

Public participation remains a priority of Council and the City of Powell for the duration of these Temporary Rules.

Members of the public interested in providing comment or argument in support or opposition to any ordinance or resolution are encouraged to submit such comments or arguments in writing, including the name and address of the author, via a means to be established by the City Manager and Clerk of Council.

The Clerk of Council will provide the written comments to the members of Council in advance of the meeting. Members of Council are expected to review these comments prior to the meeting.

If it is necessary to conduct an administrative hearing during the duration of these Temporary Rules, the City Manager and Clerk of Council will establish procedures and technical capability for members of Council to converse with parties and witnesses, and to receive documentary testimony and physical evidence.

9. DISTRIBUTION OF AGENDA AND COUNCIL PACKET

Final meeting agenda and related background material will be submitted to Council members and available for public review by posting on the City’s website on the Friday before the regularly scheduled meeting and at least twenty-four hours before the beginning of a special meeting, except in the event of an emergency meeting in which case the agenda and related background material will be posted on the City’s website as soon as reasonably practicable.

10. MEANS OF PUBLICATION

The provision in these Temporary Rules for means of publication of information, whether via the City’s website or other means, shall not be construed to preclude the City Manager or Clerk of Council from publishing such information using additional methods.

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