



TOWN OF BENTON

WORK SESSION

AGENDA

MAYOR AND BOARD OF ALDERMAN

105 SIBLEY ST., BENTON, LA

MONDAY, JUNE 8, 2026, 5:00 PM

CALL TO ORDER:

ROLL CALL:

AGENDA APPROVAL:

Motion / Second

Public Comments on the agenda's approval

Vote

WORK SESSION ITEM:

1. Discussion of Ordinance 629 of 2026 of Parliamentary rules for how meetings are conducted.

ORDINANCE 629 of 2026

AN ORDINANCE AMENDING THE BENTON CODE CHAPTER 2. ARTICLE 1. SECTION 2.6 BY ADDING PARLIAMENTARY PROCEDURES AND RULES OF DECORUM FOR THE MAYOR AND BOARD OF ALDERMEN

WHEREAS Chapter 2. Administration, Article 1. In General, Section 2.6 Regular Meetings of the Code of Ordinances, Town of Benton, Louisiana, is hereby amended to read as follows:

WHEREAS, the Town of Benton is organized and governed pursuant to the Lawrason Act, La. R.S. 33:321 et seq. and the Louisiana Open Meetings Law, La R.S. 42:11-28; and

WHEREAS, La. R.S. 33:405 provides that the Mayor shall preside over meetings of the Board of Aldermen and requires meetings of public bodies to be conducted openly, with proper notice, agendas, public participation, and recorded votes; and

WHEREAS, it is necessary and desirable to adopt clear procedures governing council meetings to ensure orderly conduct, fair public participation, legal compliance, and efficient transaction of public business;

NOW, THEREFORE, BE IT ORDAINED

by the Mayor and Board of Aldermen of the Town of Benton:

105 Sibley Street / P O Box 1390
Benton, Louisiana 71006
(318) 965-2781 / (318)965-2577 fax
www.townofbentonlouisiana.webs.com website

A person with a disability who requires assistance with accommodations or an auxiliary aid or service such as an assistive listening device or a sign language interpreter, to participate in a public meeting should contact the Stephanie Collier at (318) 965-2781 as far in advance as possible, but no later than forty-eight (48) hours prior to the scheduled time of the meeting.

The Town of Benton is an equal opportunity employer.



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SECTION 1. ADOPTION OF COUNCIL MEETING PROCEDURES POLICY

The Council Meeting Procedures and Rules of Decorum Policy, attached hereto and incorporated herein by reference as Exhibit "A", is hereby adopted as the official rules governing all meetings of the Mayor and Board of Aldermen.

SECTION 2. AUTHORITY AND APPLICATION

A. This ordinance and the adopted policy shall govern:

- Public hearings
- Regular meetings
- Special meetings
- Emergency meetings
- Continued or rescheduled meetings

B. This policy applies to:

- The Mayor
- All Aldermen
- Municipal officers and staff
- Members of the public attending meetings

SECTION 3. PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised, shall serve as a supplemental parliamentary authority only where:

1. State law is silent, and
2. Municipal ordinances and adopted policies are silent, and
3. No conflict exists with Louisiana law.

In the event of conflict, state law and municipal ordinances shall control.

SECTION 4. PRESIDING OFFICER

Pursuant to La. R.S. 33:405, the Mayor shall preside at all meetings of the Board of Aldermen. In the absence of the Mayor, the Mayor Pro Tempore shall preside, and in the absence of both, another Alderman may preside as authorized by law.

SECTION 5. ENFORCEMENT

The Mayor, as presiding officer, is authorized and directed to:

- Maintain order and decorum;
- Enforce time limits and procedural rules;
- Rule on Points of Order;
- Ensure compliance with all applicable statutes and adopted procedures.

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SECTION 6. SEVERABILITY

If any provision of this ordinance or the adopted policy is held invalid, such invalidity shall not affect the other provisions, which shall remain in full force and effect.

SECTION 7. REPEAL OF CONFLICTING ORDINANCES

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict only.

SECTION 8. EFFECTIVE DATE

This ordinance shall take effect immediately upon adoption.

Adjourn Work Session

Motion Second

All in favor

All opposed

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