1ST Read 11-10-26

ORDINANCE NO. 2026 -30

ORDINANCE OF THE TOWN OF PHILLIPSBURG, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING CHAPTER 5 *ADMINISTRATION OF GOVERNMENT*, SECTION 35, *RULES OF PROCEDURE FOR REGULAR MEETINGS OF COUNCIL*, IN ORDER TO ADD A NEW SUBSECTION P ENTITLED *PROCEDURES FOR ADDING ACTION ITEMS TO THE AGENDA WITHIN 48 HOURS OF A MEETING*

BE IT ORDAINED by the Town Council of the Town of Phillipsburg, County of Warren, State of New Jersey that Chapter 5 Administration of Government, Section 35, Rules of Procedure for Regular Meetings of Council is hereby amended by adding a new Subsection P entitled Procedures for Adding Action Items to the Agenda Within 48 Hours of a Meeting as follows:

SECTION I:

§5-35 **Rules of procedure for regular meetings of Council.**

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P. **Procedures for adding action items to agenda within 48 hours of a meeting**

For any item which is requested to be added to the agenda after the agenda has been published for the upcoming meeting, said request must be accompanied by the following:

1. A description of the nature of the proposed action;

2. The reason why the requested action item was not included or provided in advance of the publication of the original agenda;

3. The reason why consideration of the requested action item cannot reasonably be postponed until the next regular meeting;

4. Any anticipated financial obligation or expenditure associated with the proposed action.

The Town Council may, in its discretion, accept or reject any item to be included on the agenda after the agenda has been posted. Nothing herein shall be construed as preventing the Council from deviating from these guidelines if it determines that the proposed action is of an emergent nature and that strict compliance with the requirements of this subsection would pose a detriment to the Town of Phillipsburg.

SECTION II:

All ordinances, or parts of ordinances, inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

SECTION III:

If any article, section, subsection, paragraph, phrase, or sentence of this Ordinance is, for any reason, declared to be unconstitutional or invalid, such article, section, subsection, paragraph, phrase, or sentence shall be deemed severable.

SECTION IV:

This Ordinance shall take effect immediately upon final publication, as provided by law.

NOTICE

NOTICE is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Council of the Town of Phillipsburg held on November 10, 2026, and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Town Council to be held on November 24, 2026, at 6:00 PM or as soon thereafter as the Town Council may hear this Ordinance at the Envision Center Community Room, 535 Fisher Ave, Phillipsburg, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinance.

Susan Turner, Acting Municipal Clerk