

**TITLE II**  
**ORDINANCES**

**CHAPTERS:**

2.01. Procedure

CHAPTER 2.01

PROCEDURE

SECTIONS:

- 2.0101 Enacting Clause for Ordinances
- 2.0102 Procedure in Passing Ordinances
- 2.0103 Yea and Nay Vote on Passage - When Required
- 2.0104 Reconsideration or Rescinding Vote
- 2.0105 Publication of Ordinances
- 2.0106 Effective Date of Ordinances
- 2.0107 Effect of Repeal
- 2.0108 Enactment and Revision of Ordinances
- 2.0109 Action for Violation of Ordinance in Corporate Name - Previous Prosecution, Recovery or Acquittal - No Defense
- 2.0110 Summons to Issue on Violation of Ordinance - When Warrant of Arrest to Issue
- 2.0111 Commitment of Guilty Person for Non-payment of Fines or Costs
- 2.0112 Costs of Prosecution
- 2.0113 Judgment of Conviction
- 2.0114 Refusal to Work
- 2.0115 Fines and Forfeitures for Violation of Ordinances Paid into Municipal Treasury
- 2.0116 Sentencing Alternatives

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2.0101 Enacting Clause for Ordinances

The enacting clause for every ordinance adopted by the City of Hillsboro shall be “Be it ordained by the Board of City Commissioners of the City of Hillsboro.” Such caption, however, may be omitted where the ordinances are published in book form or are revised and digested.

2.0102 Procedure in Passing Ordinances

All ordinances shall be read twice and the second reading and final passage shall not be had in less than one (1) week after the first reading. After the first reading and before final passage, an ordinance may be amended. Except as otherwise specifically provided, a majority of all of the members of the governing body must concur in the passage of an ordinance, and in the creation of any liability against the City, and in expending or appropriating money.

2.0103 Yea and Nay Vote on Passage - When Required

The yea and nay shall be taken and entered on the journal of the governing body’s proceedings upon the passage of all ordinances and upon all propositions creating any liability against the City, or providing for the expenditure or appropriation of money, and in all other cases at the request of any member.

2.0104 Reconsideration or Rescinding Vote

No vote of the governing body shall be reconsidered or rescinded at a special meeting unless at such special meeting there is present as large a number of members as were present when such vote was taken.

2.0105 Publication of Ordinances

The title and penalty clause of every ordinance imposing any penalty, fine, imprisonment or forfeiture for violation of its provisions, after the final adoption of such ordinance, shall be published in one (1) issue of the official newspaper of the City.

2.0106 Effective Date of Ordinances

Ordinances finally approved by the governing body of the City and which require publication shall take effect and be in force from and after the publication thereof, unless otherwise expressly provided in the ordinance. Ordinances which do not require publication shall take effect and be in force from and after the final approval thereof unless otherwise expressly provided therein.

2.0107 Effect of Repeal

When any ordinance repealing a former ordinance, clause or provision shall itself be repealed, such repeal shall not be construed to revive such former ordinance, clause or provision, unless it shall be expressly so provided.

2.0108 Enactment and Revision of Ordinances

The provisions of Section 40-11-09 of the North Dakota Century Code and all subsequent amendments are hereby incorporated by reference in this ordinance. The executive officer of the City may appoint, by and with the advice and consent of the governing body of the City, one or more competent persons to prepare and submit to the governing body for its adoption or rejection, an ordinance for the revision or amendment of existing ordinances or for the enactment of new and additional ordinances for such City. The attorney for the City, if it has an attorney, shall be appointed as one of the persons to prepare and submit such ordinance. The compensation of the reviser or revisers, including that of the attorney, shall be determined by the governing body and shall be paid out of the City treasury. Such revision, including any additional ordinances and amendments to existing ordinances contained therein, may be passed as a single ordinance and may be published in pamphlet or book form, by and under the authority of the governing body of the municipality, and shall be valid and effective without publication in a newspaper or posting.

2.0109 Action for Violation of Ordinance in Corporate Name - Previous Prosecution, Recovery or Acquittal - No Defense

The provisions of Section 40-11-10 of the North Dakota Century Code and all subsequent amendments are hereby incorporated by reference in this ordinance. Any action brought to recover any fine, to enforce any penalty or to punish any violation of an ordinance of any municipality shall be brought in the corporate name of the municipality as plaintiff. A prosecution, recovery or acquittal for the violation of any such ordinance may not constitute a defense to any other prosecution of the same person for any other violation of any such ordinance, notwithstanding that the different claims for relief existed at the time of the previous prosecution and, if united, would not have exceeded the jurisdiction of the court.

2.0110 Summons to Issue on Violation of Ordinance - When Warrant of Arrest to Issue

The provisions of Section 40-11-11 of the North Dakota Century Code and all subsequent amendments are hereby incorporated by reference in this ordinance. In all actions for the violation of an ordinance, the first process shall be a summons, but a warrant for the arrest of the offender shall be issued upon the sworn complaint of any person that an ordinance has been violated and that the person making the complaint has reasonable grounds to believe the person charged is guilty of such violation. Any person arrested under a warrant shall be taken without unnecessary delay before the proper officer to be tried for the alleged offense.

2.0111 Commitment of Guilty Person for Non-payment of Fines or Costs

The provisions of Section 40-11-12 of the North Dakota Century Code and all subsequent amendments are hereby incorporated by reference in this ordinance. Any person upon whom any fine or costs, or both, has been imposed for violation of a City ordinance may, after hearing, be committed upon order of the court to jail or other place provided by the City for the incarceration of offenders until the fine or costs, or both, are fully paid or discharged by labor as provided in Section 40-18-12. The court may not commit a person under this Section when the sole reason for his nonpayment of fine or costs, or both, is his indigence. An order of commitment under this Section shall not be for a period in excess of thirty (30) days. As used in this Chapter, "fine" does not include a fee established pursuant to subsection 2 of Section 40-05-06 of the North Dakota Century Code.

2.0112 Costs of Prosecution

In every case of conviction of a violation of any ordinance, or any part thereof, the cost of prosecution may be assessed against the person convicted as part of the punishment.

2.0113 Judgment of Conviction

In all trials for offenses under the ordinances of the City, if the defendant is found guilty, judgment shall be rendered accordingly. It may be a part of the judgment that the defendant stands committed until such judgment is complied with, and, at the discretion of the court, the defendant may be required to work for the City at such labor as the defendant's strength and health will permit under the provisions of Section 40-18-12 of the North Dakota Century Code.

2.0114 Refusal to Work

Any person refusing to perform manual labor in accordance with the sentence of the court shall be deemed in contempt of court and shall be punished accordingly. No credit shall be allowed such person on account such fines and costs for the date or days that such person refuses to perform manual labor, in accordance with the sentence of the court.

2.0115 Fines and Forfeitures for Violation of Ordinances Paid into City Treasury

All fines, penalties and forfeitures collected for offenses against the ordinances of the City shall be paid into the City's treasury each month.

2.0116 Sentencing Alternatives

The provisions of Section 40-18-13 of the North Dakota Century Code and all subsequent amendments are hereby incorporated by reference in this ordinance. Subject to Section 40-05-06 of the North Dakota Century Code, a court may use the sentencing alternatives provided by Section 12.1-32-02 of the North Dakota Century Code.