



2.303 Resolutions

Municipal Officials Handbook p 42-43.

A Resolution is a statement of policy by the governing body or an order by the governing body that a specific action be taken. Resolutions usually apply only within the municipal government itself.

As is the case with ordinances, two separate bodies of state law define the process of adopting, or vetoing a resolution. Title 7, both Parts 1 and 42 of Chapter 5 provide specific guidance on the process. For example:

- Resolutions may be submitted and adopted at a single meeting of the council (7-5- 121, MCA).
- Resolutions become effective upon adoption unless a delayed effective date is specified therein (7-5-121, MCA).
- After adoption the resolution shall be entered into the minutes and authenticated by the presiding officer (7-5-121, MCA). While codification of resolutions is not specifically required by law, filing sequentially numbered resolutions in a Resolution Book would greatly facilitate future access, as compared to having to locate the resolution in the minutes of an unknown council meeting. It appears that the clerk is required to do so by 7-4-4501, and 7-4-4511, MCA.

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