

COMMUNITY AFFAIRS/COUNCIL POLICY MEETING MINUTES

Tuesday, March 3, 2015, 5:00 p.m.

Hall of Fame Room, City of Stoughton, WI

Present: Alderpersons Greg Jenson, Tom Selsor, Sonny Swangstu, Michael Engelberger and Mayor Olson.

Guests: Tim Swadley

Call to Order: The meeting was called to order at 5:04 p.m. by Alderperson Greg Jenson.

Communications: None.

Minutes: Motion to approve the minutes of February 3, 2015 by Selsor, second by Engelberger. Motion passed 5-0.

Review final 2015 Council Rules document:

Selsor recommended that the paragraph, on page 4 of the Council Rules, in regards to the Committee of the Whole be removed and have a statement in its place to read: "Committee of the Whole: Refer to the most current edition of Robert's Rules of Order for rules on Committee of the Whole." He also stated that a statement within the Council Rules that there should be a paragraph that would state: "Rule 19. Parliamentarian: A parliamentarian shall be nominated from the Council and elected by the Council annually for a period of one year at the meeting following annual elections, and such person will become reasonably familiar with "Roberts Rules of Order" and the "Rules of the Common Council and Standing Committees," such that he/she may serve to advise the Chair and Council Members upon request regarding proper procedure and conduct at Council and Committee meetings. The Parliamentarian will further prepare as possible to anticipate and prepare for procedural issues that may arise as indicated by the agenda. The Council Member serving as parliamentarian may choose to reduce by one the normal number of assigned Committee memberships." The committee recommended the change to the Committee of the Whole, but wanted Council's input on the discussion on the addition of a Parliamentarian position to Council.

Motion by Selsor, to recommend the revised 2015 Council Rules Document to Council, second by Swangstu. Motion carried 5-0.

Policy Discussion: The following policies were discussed:

1. Regarding the amount the requester is charged for an open records request for both materials and staff time: Motion by Selsor to table this item until the April 8, 2015 meeting, second by Swangstu. Motion carried 5-0.

Future Agenda Items: Regarding the amount the requester is charged for an open records request for both materials and staff time. Any other policy updates.

Adjournment Motion by Selsor to adjourn, second by Swangstu. The meeting was adjourned at 5:37pm, motion carried 5-0.