

**COMMUNITY AFFAIRS/COUNCIL POLICY MEETING MINUTES**  
**Wednesday, June 2, 2015, 6:00 p.m.**  
**Hall of Fame Room, City of Stoughton, WI**

**Present:** Alderpersons Greg Jenson, Michael Engelberger, Eric Hohol, and Clerk Kropf

**Guests:** None

**Call to Order:** The meeting was called to order at 6:01 p.m. by Chairperson Jenson.

**Communications:** None.

**Approve the Minutes from April 9, 2015:** Motion by Engelberger to approve the minutes of May 5, 2015, second by Hohol. Motion passed 3-0.

**Open Records Policy Review and Recommendation to Council**

Clerk Kropf stated that the policy would be used for all open records requests for all of the City departments with the exclusion of the Utilities department. She explained that all municipal utilities have to adhere to state laws and rules set forth by the PSC and for those reasons it was requested that the Utilities be exempt from the policy. Engelberger disagreed with the price per copy in the policy.

Motion by Hohol, to approve the Open Records Policy with the exclusion of the Utilities Department and to recommend to Council, second by Jenson. Motion carried 2-1, with Engelberger voting no.

**Final review and recommendation to Council of the 2015 Council Rules Documents**

Clerk Kropf explained that the synopsis of Robert's Rules of order regarding Committee of the Whole had not yet been completed by the City attorney to be included in the Council rules. Hohol felt that the addition of the synopsis wasn't necessary and that the Council rules were acceptable as is. Jenson questioned adding a part to state that, in the event of a tied vote, the Mayor can explain his/her vote before voting. Hohol disagreed with that addition and noted that Robert's Rules of order states that when debate is closed, a vote shall be taken and all debate there after shall cease.

Motion by Hohol, to send the 2015 Council Rules to Council for approval, second by Engelberger. Motion carried 3-0.

**Request for support for the Stoughton Area Veterans Memorial Park**

Motion by Engelberger, to table this item until the July meeting, second by Hohol. Motion carried 3-0.

**Future Agenda Items:** Public Hearing Notices Policy, Procedures for Meeting Notices and Minutes Policy, and Review of Council Orientation Binder specific to Alderperson Information.

**Adjournment** Motion by Engelberger to adjourn, second by Hohol. Motion carried 3-0. The meeting was adjourned at 6:23pm.