



Virtual Meeting
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Office of the City Administrator

PUBLIC WELFARE COMMITTEE

Tuesday, January 12, 2021

6:00 PM

Virtual Meeting

Minutes

1) Call to Order, Roll Call

Present:

Chair Dale Mayr
Alderman Glenn Bushee
Alderman Robert Strzelczyk

Also Present: Mayor Wirth (left 6:45 PM), City Administrator Jones, Assistant City Administrator Schoenemann, City Clerk Fochs, City Attorney Sajdak, Executive Assistant Prosser, Interested Parties

2) Approval of Meeting Minutes

a. December 8, 2020 Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Bushee

SECONDED BY: Alderman Mayr

AYES: Mayr, Bushee, Strzelczyk

3) Ordinances

a. Review of Protest Petition Process

City Attorney Sajdak noted that following the Committee's discussion on the protest petition process last month, a draft ordinance has been provided in the Committee's meeting packet for review and approval. Attorney Sajdak reviewed the changes to the proposed ordinance with the members of the Committee. The changes include breaking the ordinance into subsections for clarity; Section (3) clarifies who should sign the protest petition; Section (5) describes how the calculation will be used based upon the whole parcel to ensure sufficient neighbors have an opportunity to potentially protest, clarifies that the ownership list provided by the City may contain errors based upon the data entered into the GIS system and places the burden on the objector to establish their ownership; amends Section 58-64 which

involves protest petitions related to expansions of nonconforming uses to ensure that the two provisions are consistent.

Attorney Sajdak mentioned that if the Committee approves the changes, the recommendation would be to refer the draft ordinance to Planning Commission for consideration before going on to the Common Council.

Mayor Wirth suggested a change to paragraph (k) (1); Land located in or whole in part within 1,320 feet of the property line of the land within the City. Attorney Sajdak will provide the appropriate language to the draft ordinance before going to the Planning Commission.

A suggestion was made to provide clarity to the language in 58-64. Attorney Sajdak suggested a review of Section 58-64 could be placed on the Planning Commission's agenda along with the draft ordinance of the protest petition process.

Alderman Bushee moved to recommend approval of the amendments to Section 58-42 (k), Review of Protest Petitions, to the Common Council for approval with the recommended change, seconded by Alderman Strzelczyk.

RESULT:	Approved by Voice Acclamation [Unanimous]
MOVED BY:	Alderman Bushee
SECONDED BY:	Alderman Strzelczyk

AYES:	Mayr, Bushee, Strzelczyk
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4) Resolutions

a. **RESOLUTION 3799 A Resolution Consolidating all City of Mequon Polling Sites into One Location at Mequon City Hall for the February 16, 2021 Primary Election**

City Clerk, Caroline Fochs was present to discuss consolidating all eight of the City of Mequon polling sites into one location at Mequon City Hall for the February 16, 2021 primary election. Ms. Fochs noted that the only race is for the State of Wisconsin Superintendent of Public Instruction. Ms. Fochs stated that by combining the polling locations, the City would save \$6,760. The cost savings would be recognized with the decreased number of poll workers and the labor involved with setting up and taking down the polling sites. Ms. Fochs noted that the savings would be offset by the cost of sending postcards to affected residents. The estimated cost to send out postcards is approximately \$2,850. Ms. Fochs stated a very low turnout of about 10% is expected with an estimate of 50% of the voting will be absentee. Ms. Fochs noted that her office will communicate the change in polling location for the February primary election by using social media, local newspapers, and by mailing out postcards to all affected registered voters. Ms. Fochs stated that the process of communicating a change in polling locations has been very effective in the past and in order to make the change, Council will need to approve 30 days prior to the election.

Alderman Mayr inquired about the cost to mail postcards. City Clerk Fochs stated it would cost approximately \$2,800 to mail postcards to 8,000 households registered to vote in all of the districts, not including wards 3 and 4 that currently vote at City Hall.

The Committee discussed whether it would be more cost effective to print large signs and post along major roads to announce the change in polling locations.

Alderman Mayr made a motion not to send out postcards, instead announce the change in polling locations using the City's website, community sign, bulletin board, Facebook, press release, and ask schools to post the announcement. No second. Motion failed.

RESULT: Motion Failed [Unanimous]
MOVED BY: Alderman Mayr
SECONDED BY: None

Alderman Strzelczyk made a motion to use the same means of communicating the change in polling location offered by Alderman Mayr with the addition of mailing postcards, seconded by Alderman Bushee.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Strzelczyk
SECONDED BY: Alderman Bushee

AYES: Mayr, Bushee, Strzelczyk

Alderman Mayr made a motion to recommend Resolution 3799 to Common Council for approval, seconded by Alderman Strzelczyk.

RESULT: Tabled [Unanimous]
MOVED BY: Alderman Mayr
SECONDED BY: Alderman Strzelczyk

AYES: Mayr, Bushee, Strzelczyk

5) Discussion Items

a. Attendance at Council Meetings via Electronic Means Post-COVID

City Attorney Sajdak stated at the Committee's last meeting a discussion was held on utilizing hybrid meetings wherein some participants attend the meeting in-person and some attend electronically. Attorney Sajdak noted a good portion of the discussion centered on the transition between electronic and in person meetings. Attorney Sajdak provided several options on how to make the transition: allow the Mayor to decide when to make the transition, adopt a fully hybrid approach, utilize a hybrid approach where the bulk of the membership would attend in-person while allowing members of the public to attend electronically, the Mayor can issue an amended proclamation to modify the electronic meeting rules.

City Attorney Sajdak turned the discussion over to Assistant City Administrator Schoenemann to provide a more in-depth description of a hybrid meeting.

City Administrator Jones pointed out that the Mayor's emergency proclamation extended in the fall of 2020 will expire on March 15, 2021. Mr. Jones suggested it may be an appropriate time to follow up on the discussion of attending Council meetings via electronic means post-COVID.

City Attorney Sajdak mentioned that the Committee could formally table the item or decide not to take action at this point.

Alderman Strzelczyk made a motion to table the item until next month, seconded by Alderman Bushee.

RESULT: Tabled [Unanimous]
MOVED BY: Alderman Strzelczyk
SECONDED BY: Alderman Bushee

AYES: Mayr, Bushee, Strzelczyk

b. Hybrid Meetings Technology Update

Mr. Schoenemann updated the Committee on the progress of upgrading the City's existing equipment to allow Common Council and Planning Commission to hold hybrid meetings. Mr. Schoenemann stated that the goal is for those attending online to be able to see and hear everything taking place in the Common Council Chambers. Additionally, those attending online will be able to interact with Council members. The upgrades have been made possible with funding from the Cares Act.

Alderman Strzelczyk mentioned upgrading the microphones at the dais. Mr. Schoenemann noted at this time the audio system is not part of the upgrade and suggested bringing up the topic as part of the budget process as there will be a capital investment needed.

The Committee directed Assistant City Administrator Schoenemann to continue working towards upgrading the City's equipment in order to hold hybrid meetings.

c. Chapter 2: Article II – Common Council and Article IV – Officers and Employees Ordinance Updates

Assistant City Administrator, Justin Schoenemann continued the review of Chapter 2 with the Committee. A suggestion was made to change a word in Sec. 2-21 (d) to is instead of *shall*. City Attorney Sajdak confirmed that the word *shall* would be the appropriate word. The Committee discussed the language in Sec. 2-21 (e) regarding the Mayor's ability to veto all acts of any committee. Alderman Mayr requested clarification on whether an item vetoed by the Mayor would still go to Common Council.

The Committee will continue the review of Chapter II at their next meeting.

6) Information Items

a. Work Calendar

Due to lack of time, the Committee did not have the opportunity to review the work calendar.

7) Motion to adjourn the meeting at 7:03 PM

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Bushee
SECONDED BY: Alderman Strzelczyk

AYES: Mayr, Bushee, Strzelczyk

Respectfully Submitted,

Lina Prosser
Executive Assistant