

Date: Monday, April 24, 2017
Time: 5:15 pm
Place: Westside Fire Station

JUDICIARY AND ORDINANCE REVIEW COMMITTEE

- A. CALL TO ORDER & ROLL CALL
- B. CORRECTION OF MINUTES
- C. BUSINESS

1. ORDINANCE REPEALING AND RECREATING SECTION 1-5-6(D), AND REPEALING CHAPTER 16 OF TITLE 2 OF THE MONROE CITY CODE: REPEAL OF INFORMATION TECHNOLOGY COMMITTEE

Review and possibly recommend to Council for public hearing and adoption

Individual Requesting Item	City Clerk/DOGG
Expected Length of Discussion	5 min.

Documents:

[*D19 IT Committee Repeal - 2017-04-12 red line version.pdf*](#)

2. ORDINANCE REPEALING AND RECREATING SECTIONS 1-5-8(E) AND CREATING 1-5-8(H) OF THE MONROE CITY CODE: COUNCIL RULES OF PROCEDURE

Review and possibly recommend to Council for public hearing and adoption

Individual Requesting Item	Mayor Armstrong
Expected Length of Discussion	10 min.

Documents:

[*D17 Council Rules of Procedure - 2017-03-30.pdf*](#)

3. ORDINANCE REPEALING AND RECREATING SECTIONS 1-6-3(C), 2-1-1, 2-4-2, 2-5-1, 2-7-2, 2-14-1(C), AND 2-15-2(C) OF THE MONROE CITY CODE: BOARD AND COMMITTEES SECRETARIAL DUTIES

Review and possibly recommend to Council for Public Hearing and Adoption

Individual Requesting Item	City Clerk/DOGG
Expected Length of Discussion	10 min.

Documents:

[*D18 Revised Board and Committees Secretarial Duties - 2017-04-19 red li....pdf*](#)

4. REVIEW AND DISCUSS POSSIBLE ORDINANCE CHANGES TO SECTION 2-13 OF THE MONROE CITY CODE REGARDING THE AIRPORT BOARD OF MANAGEMENT

Individual Requesting Item	City Administrator
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Expected Length of Discussion 15 min.

5. REVIEW AND DISCUSS POSSIBLE ORDINANCE CHANGES TO SECTION 11-6-5 OF THE MONROE CITY CODE REGARDING THE AIRPORT MANAGER

Individual Requesting Item City Administrator
Expected Length of Discussion 15 min.

D. BUSINESS PRESENTED BY MEMBERS

May make brief informative statements or bring up items to be discussed at a future meeting.

E. ADJOURNMENT

This Committee may take any action it considers appropriate related to any item on this agenda.

Request from persons with disabilities who need assistance to participate in this meeting, including need for an interpreter, materials in alternate formats, or other accommodations, should be made to the Office of the City Clerk at (608) 329-2564 with as much advance notice as possible so that proper arrangements can be made.

Members: Chairperson Chris Beer, Chuck Koch, Ron Marsh, Richard Thoman

Public Hearing Date: _____/_____/_____

**ORDINANCE REPEALING AND RECREATING SECTION 1-5-6(D),
AND REPEALING CHAPTER 16 OF TITLE 2 OF THE MONROE CITY CODE:
REPEAL OF INFORMATION TECHNOLOGY COMMITTEE**

THE COMMON COUNCIL of the city of Monroe does ordain as follows:

SECTION 1: Section 1-5-6(D) of the Monroe City Code is hereby repealed and recreated to read as follows:

(D) Special boards, committees and commissions: Special boards, committees and commissions of the city shall be as follows:

- (1) Board of review.
- (2) Board of police and fire commissioners.
- (3) City plan commission.
- (4) Zoning board of appeals.
- (5) Board of park and recreation commissioners.
- (6) Senior citizens board.
- (7) Airport board of management.
- (8) Visitors and promotion commission.
- (9) Ethics board.
- (10) Historic preservation commission.
- (11) Housing authority.
- ~~(12) Information technology committee.~~
- (13) Monroe municipal park fund committee.
- (14) Monroe redevelopment authority.
- (15) Revolving loan fund committee.
- (16) Business improvement district board.

SECTION 2: Title 2, Chapter 16 of the Monroe City Code is hereby repealed in its entirety.

SECTION 3: This ordinance shall be in full force on the day following passage and official publication.

Dated the _____ day of _____, 2017.
 Passed the _____ day of _____, 2017.
 Published the _____ day of _____, 2017.

Mayor

City Clerk

Draft - April 12, 2017

Public Hearing Date: _____/_____/_____

ORDINANCE REPEALING AND RECREATING SECTIONS 1-5-8(E) AND CREATING 1-5-8(H) OF THE MONROE CITY CODE: COUNCIL RULES OF PROCEDURE

THE COMMON COUNCIL of the city of Monroe does ordain as follows:

SECTION 1: Section 1-5-8(E) of the Monroe City Code is hereby repealed and recreated to read as follows:

(E) Motions. When a motion is made, it shall be in possession of the council and shall be stated by the presiding officer, or being in writing shall be delivered to the clerk to be read previous to debate. After a motion is stated by the presiding officer, it shall not be withdrawn except by consent of the council. When a member is about to speak to a question or make a motion, he or she shall address the presiding officer, and the presiding officer shall pronounce the name of the member entitled to the floor, and the member shall confine himself to the question under consideration. No member shall speak more than twice on any question nor more than 10 minutes at any one time without leave of three-fourths of the members present.

A motion to adjourn shall always be in order, unless the council is engaged in voting, and shall be decided without debate.

SECTION 2: Section 1-5-8(H) of the Monroe City Code is hereby created to read as follows:

(H) Citizens Right to Address Council. Any citizen shall have the right to speak to the council under the "Appearances by the Public" agenda item provided such citizen registers with the City Clerk prior to the meeting his or her name, address and topic to be discussed. Each citizen shall be limited to 3 minutes unless the council agrees by two thirds vote to extend the time. Any speaker who requires an interpreter because of a disability or limited English proficiency may speak for 6 minutes.

SECTION 3: This ordinance shall be in full force on the day following passage and official publication.

Dated the _____ day of _____, 2017.
Passed the _____ day of _____, 2017.
Published the _____ day of _____, 2017.

Mayor

City Clerk

Draft - March 30, 2017

Public Hearing Date: _____/_____/_____

**ORDINANCE REPEALING AND RECREATING SECTIONS 1-6-3(C), 2-1-1, 2-4-2, 2-5-1, 2-7-2, 2-14-1(C), and 2-15-2(C) OF THE MONROE CITY CODE:
BOARD AND COMMITTEES SECRETARIAL DUTIES**

THE COMMON COUNCIL of the city of Monroe does ordain as follows:

SECTION 1: Section 1-6-3(C) of the Monroe City Code is hereby repealed and recreated to read as follows:

(C) Duties: The city clerk shall perform the duties of clerk as provided by law or the council. The city clerk shall be responsible for the publication, filing, indexing, and safekeeping of all proceedings of the council; shall be responsible for all election duties as required by law and shall keep and maintain all election records and be responsible for all property used in the holding of elections. The city clerk shall publish all required legal notices unless otherwise provided; shall file and keep all contracts, bonds, oaths of office and other documents not required to be filed elsewhere and, except as otherwise expressly provided, shall issue all licenses required by this code or state statute. The city clerk shall be the custodian of the official city seal. The city clerk shall prepare the tax roll and tax notices as required by Wisconsin statutes. ~~The city clerk shall be the official secretary to all the boards, commissions and committees found within Title II of the Monroe City Code, as well as for the Historic Preservation Commission, Monroe Municipal Park Fund, Redevelopment Authority, Revolving Loan Committee, and Business Improvement District, and shall be responsible for keeping all minutes and records of such boards, commissions and committees. The city clerk shall have the authority to designate such duties to third parties, but the city clerk shall maintain ultimate responsibility and oversight over such designees in order to maintain accurate and uniform minutes and records.~~

SECTION 2: Section 2-1-1 of the Monroe City Code is hereby repealed and recreated to read as follows:

2-1-1: Composition of Board: A Board of Public Works is hereby established. The word "Board" when used in this Chapter shall be construed to mean the Board of Public Works. The Board shall be composed of four alderpersons, all of whom shall be designated voting members. Members of the Board shall be appointed by the Mayor annually and shall serve for a term from their appointment through the Monday preceding the third Tuesday in April of the succeeding year. The members of the Board shall, on the first Tuesday in May of each year, choose a president and a vice-president of the Board from their number, ~~and the city clerk shall be secretary of the Board by virtue of his or her office.~~

SECTION 3: Section 2-4-2 of the Monroe City Code is hereby repealed and recreated to read as follows:

2-4-2: Organization of commission: Each year at its first meeting following the third Tuesday in April the commission shall organize by the election of a vice chairperson, ~~secretary~~ and such other officers as may in their judgment be necessary.

SECTION 4: Section 2-5-1 of the Monroe City Code is hereby repealed and recreated to read as follows:

2-5-1: Members: A zoning board of appeals is hereby established. The word "board" when used in this chapter means the zoning board of appeals. The board shall consist of five regular members and two alternate members who shall be appointed by the mayor subject to confirmation by the council. Each regular member and each alternate member shall serve for a term from his or her appointment through the Monday preceding the third Tuesday in April of the third succeeding year. Terms of members and alternate members shall be staggered such that not more than one alternate member and not more than two regular members are appointed each year. Annually, the mayor shall designate one of the alternate

Draft - April 19, 2017

members as 1st alternate and the other as 2nd alternate. The 1st alternate shall act, with full power, only when a member of the board refuses to vote because of interest or when a member is absent. The 2nd alternate shall so act only when the 1st alternate so refuses or is absent or when more than one member of the board so refuses or is absent. The members of the board shall serve without compensation. The mayor shall designate one of the members to serve as chairperson, ~~and the city clerk shall serve as secretary of the board.~~

SECTION 5: Section 2-7-2 of the Monroe City Code is hereby repealed and recreated to read as follows:

2-7-2: Organization of board: The board shall annually elect a chairperson ~~and secretary~~ who shall hold office until his or her successor shall be elected and qualified. Five members of the board shall constitute a quorum for the transaction of business.

SECTION 6: Section 2-14-1(C) of the Monroe City Code is hereby repealed and recreated to read as follows:

(C) The chairperson ~~and~~ one vice-chairperson ~~and a secretary~~ of the commission shall be elected by a majority of the members on the commission, and shall serve in this capacity for a term from the date of election through the Monday preceding the third Tuesday in April of the succeeding year or until his or her successor is elected and qualified.

SECTION 7: Section 2-15-2(C) of the Monroe City Code is hereby repealed and recreated to read as follows:

(C) The city attorney shall provide legal advice and assistance to the board. ~~The city clerk shall serve as the secretary of the board.~~

SECTION 8: This ordinance shall be in full force on the day following passage and official publication.

Dated the _____ day of _____, 2017.
Passed the _____ day of _____, 2017.
Published the _____ day of _____, 2017.

Mayor

City Clerk