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**OFFICIAL MINUTES**  
**OF THE SPECIAL REORGANIZATIONAL MEETING OF THE**  
**CITY OF KEWAUNEE COMMON COUNCIL**  
**APRIL 20, 2021 – AT 6:00 P.M.**  
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Present: Mayor Jelinek, Alderpersons Shelton, Brewster, Blaha, Vollenweider, Stangel, Taylor, Nelson and Zimmerman.

Excused: None

Others: Administrator Schnook, Clerk/Treasurer Decur, Attorney Nesbitt, BI Davister, Marina Manager Kinjerski, PWD Strelow, EDPGF Monrroy, Utility Clerk/AA Muchowski and Jeff Dworak.

Mayor Jelinek called the meeting to order at 6:00 p.m., with the Pledge of Allegiance then recited followed by prayer and meditation.

REORGANIZATION BUSINESS:

Administer Oath of Office to Newly Elected Officials

City Clerk/Treasurer Decur swore into Office, Alderperson Shelton, Alderperson Blaha, Alderperson Taylor and Alderperson Nelson for a two-year term.

Election of Council President

Alderperson Taylor nominated Alderperson Blaha for Council President. Alderperson Brewster nominated Alderperson Stangel for Council President.

With no other nominees, Mayor Jelinek asked for a vote from those in favor of Alderperson Stangel as Council President, Alderperson Brewster – aye. Mayor Jelinek then asked for a vote from those in favor of Alderperson Blaha as Council President, Alderpersons Shelton, Vollenweider, Taylor, Nelson and Zimmerman – aye. Alderpersons Blaha and Stangel abstained.

Mayor Jelinek congratulated Alderperson Blaha on his nomination as Council President.

Approval of “Rules of Order” for Common Council Meeting

Mayor Jelinek asked the Council if there were any questions or concerns regarding the Rules of Order that had been presented.

Alderperson Taylor ask to amend Rule No. 6, “All meetings of Council shall be held at City Hall” and add zoom calls. With today’s technology it would only make sense to allow zoom calls.

Alderperson Taylor also would like to see Public Comment under Rule No. 1 be moved down the agenda just before announcements so residents have time to make comments on the issues that were discussed at the meeting. Discussion was held on the pros and cons of moving the Public Comment to the bottom of the agenda. Residents’ concerns and opinions should be heard prior to a Council vote.

Alderperson Zimmerman would like to see Rule No. 3, (4) “No final actions are taken at the Committee of the Whole other than approving COW minutes and rare emergency issues.” Amended to remove “and rare emergency issues.”

Alderperson Stangel moved, seconded by Alderperson Nelson, to approve the Rules of Order with the following amendments, Rule No. 6, to include Zoom calls to meeting at City Hall and amend Rule No. 3(4) with the removal of “and rare emergency issues”. Upon a roll call vote, motion carried unanimously.

Ratification of Mayoral Appointments to Committees and Boards

Mayor Jelinek stated that the Board of Review is a one-year term, and made up of the Mayor, Clerk, and 3 Alderpersons. Mayor Jelinek would like to appoint to the Board of Review himself, Clerk Decur, Alderpersons Blaha, Stangel and Nelson. Mayor Jelinek would like to appoint Alderperson Brewster and resident Mark Stangel for another three-year term to the Board of Zoning Appeals.

Alderperson Blaha noticed that the Harbor Commission is not listed on the City Web Page; also no contact information on any of the Committee Listings.

Alderperson Stangel moved, seconded by Alderperson Taylor, to approve Mayor Jelinek, Clerk/Treasurer Decur, Alderpersons Blaha, Stangel and Nelson to a one-year term on the Board of Review. Upon a roll call vote, motion carried unanimously.

Alderperson Stangel moved, seconded by Alderperson Zimmerman, to approve the appointment of Alderperson Brewster and resident Mark Stangel to another three-year term to the Board of Zoning Appeals. Upon a roll call vote, motion carried unanimously.

Establish Regular Meeting Dates for Council and Committee of the Whole

Alderperson Nelson moved, seconded by Alderperson Taylor, to approve the Meeting Dates presented for the Council and Committee of the Whole. Upon a roll call vote, motion carried unanimously.

Designation of Green Bay Press-Gazette and Kewaunee Star News

Clerk/Treasurer Decur stated at this time we use the Green Bay Press-Gazette for all of our Legal Notice, due to state requirements. The Kewaunee News is used for other items such as employment notification, small bid requests, news releases, etc.

Alderperson Nelson moved, seconded by Alderperson Stangel, to approve the Green Bay Press-Gazette and the Kewaunee Star News as the City of Kewaunee's Official News Papers. Upon a roll call vote, motion carried unanimously.

Designation of Official Depositories - Bank of Luxemburg, Nicolet National Bank, Local Government Investment Pool (LGIP)

Alderperson Nelson moved, seconded by Alderperson Stangel, to approve the Bank of Luxemburg, Nicolet National Bank and Local Government Investment Pool as the Cities Official Depositories. Upon a roll call vote, motion carried unanimously.

Open Meeting Laws/Walking Quorums- Randy Nesbitt

Attorney Nesbitt reviewed with Council the legal consequences regarding violating Open Meeting Laws and Walking Quorums. The types of gatherings that could be construed as violations could be in person meetings, where you meet up with one Council Member discuss an issue and then have another meeting with another Council Member and discuss the same issue. Also Zoom, Conference Calls, e-mails, texting and instant messaging are also ways of creating violations.

Discussion was held on examples of how to avoid violating Open Meeting Laws and Walking Quorum. One was being, to never "Reply All" when answering an email sent to the entire Council.

Attorney Nesbitt also reviewed issues surrounding Public Records. Public Records request are to go through the Clerk because she is the keeper of the records. Items that are considered to be Public Records are documents, maps, e-mails, text, social media. If someone texts or calls you, you should ask them to send their questions or concerns to your e-mail. Once you use your private phone, e-mail, etc. for City business your entire phone, e-mail, social media, are all open for public review.

Goals for the Next Year

Mayor Jelinek reviewed his meeting with Representative Gallagher earlier in the month. Issues discussed were the reconstruction of the City's Boat Launch and Campground, purchase and renovations of Salmon Harbor, Dodge Street Construction, and the Business Park on the North Side of Town. All of these projects are dependent on funding. This is a step to show our Representative that we are serious about our City and the direction it is going.

Other Business

Aldersperson Zimmerman asked if Tractor Supply was going to be opening June 1. Mayor Jelinek stated that they have not set a date yet, but it is getting closer.

Aldersperson Blaha asked if it would be possible to call a meeting, so the Council could openly discuss their concerns that their constituents have approached them with.

Public Comment

Adjourn

***Aldersperson Stangel moved, seconded by Aldersperson Zimmerman to adjourn the meeting at 7:22 PM.
Motion carried unanimously.***

Submitted by City Clerk/Treasurer Decur