



**Common Council Meeting Minutes**  
**Tuesday, April 14, 2020**

*Present: Bobbi Farrand, Mayor; Alderpersons Cheryl Braatz, Barb Schmidtknecht, Jim Kafer, Tyler Kulig; Staff Gil Adams, Michelle Copley*

1. Call to Order  
*Called to order at 6:30p.m.*
2. Approval of Minutes of March 23, 2020 Common Council Meeting  
*Minutes to be edited to clarify water billing suspended at Mann property and sewer billing to be suspended upon proof of capping; and cost of \$1,790 for Wigham Trucking bid included. Motion/second (Katula/Braatz) to approve the minutes of the March 23, 2020 council meeting subject to edits. Passed Unanimously.*
3. Old Business – Discussion and possible action
  - a. MSA Task Order – amendment to Well Site Investigation Report  
*Task order will be edited to remove reference on page two of a park shelter and hockey rink. Motion/second (Kulig/Schmidtknecht) to accept the task order subject to edits. Passed Unanimously.*
  - b. Sex Offender Ordinance and citizen complaints of registered sex offender living at 810 South Main Street  
*Motion/second (Katula/Kafer) to approve the Sexual Offender Residency and Other Restrictions Ordinance, to be Ordinance #62. Passed Unanimously.*
  - c. Updates to the alternate side parking ordinance  
*Motion/second (Katula/Kulig) to move review and possible amendment to Ordinance #61, Alternate Side Parking, to the Public Works Committee for further discussion.*
4. New Business – Discussion and possible action:
  - a. Winter burials at the cemetery  
*Motion/second (Kulig/Braatz) to refer this matter to the Parks-Recreation/City Properties/Cemetery Committee for further discussion. Passed Unanimously.*
  - b. Consideration of providing alderpersons with email accounts
  - c. Consideration of adopting common council handbook  
*Motion/second (Katula/Schmidtknecht) to move this matter to the Police/Personnel and Health/Safety Committee for further review. Passed Unanimously.*
  - d. Update Employee Handbook  
*Edits suggested to handbook are: Remove paragraph referring to use of a timeclock; Change 'timecards' to 'time sheets'; remove paragraph referring to Section 125 plan no longer offered; remove Deputy Clerk from organizational chart. Motion/second (Katula/Schmidtknecht) to approve changes to the Employee Handbook. Passed Unanimously.*

- e. Purchase/construction of plexiglass shields for elections  
*Motion/second (Kafer/Braatz) to approve purchase and construction of plexiglass shields for elections. Passed Unanimously.*
- 5. Accounts Payable  
*Motion/second (Katula/Kulig) to approve payment of accounts payable with the exception of Ann Kohner and Russell & Associates, LLC.*
- 6. Adjourn  
*Motion/second (Kafer/Kulig) to adjourn at 8:27p.m. Passed unanimously.*

*Respectfully submitted,  
Michelle Copley, Clerk-Treasurer  
City of Fountain City*