

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3738

A Resolution Amending COVID-19 Proclamation No. 3 (Proclamation Providing for Electronic Meetings) to Allow Expanded Public Input During Meetings

A. By Resolution 3717, the Common Council approved COVID-19 Proclamation No. 3 on April 14, 2020 (“Proclamation No. 3”). Proclamation No. 3 requires electronic (virtual) meetings and provides the rules and procedures for such meetings.

B. At the time Proclamation No. 3 was approved, the City had no experience with electronic meetings. Therefore, in order to ensure that meetings could be held in an orderly manner while still enabling public electronic input, Proclamation No. 3 had certain restrictions on who could speak during meetings and provided instead alternative methods for providing public input.

C. The City now has significant experience and is comfortable with changing the public comment procedures to make electronic meetings consistent with the procedures more typically used during in-person meetings. Mequon has a proud tradition of hearing from people during its meetings.

D. Continuing electronic meetings for the time being accommodates people who are uncomfortable with public gatherings or who, for health reasons, should not attend public gatherings. The Centers for Disease Control & Prevention and the Washington Ozaukee Public Health Department continue to recommend restrictions on gatherings, social distancing, masks and other precautions that make in-person meetings more difficult. Many residents, elected officials and staff continue to abide by such precautions. Further, although many Mequon businesses and organizations have reopened and implemented precautions, and the City encourages them to do so, the public is generally not required to frequent those businesses; however, public participation in City body meetings is and has always been an integral part of the City’s processes, and the participation of some people is not optional. For the foregoing reasons, continuing electronic meetings for the time being is good public policy.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Mequon, that:

1. Section 3(b) of the Proclamation is amended as follows (the addition is double-underlined and the deletion is ~~stricken~~):

- (b) Notices. The City shall provide notices of the meeting pursuant to state law and the Code. Notices shall (a) inform the public that the meeting will be held remotely, (b) provide all information necessary for the public to monitor the meeting, including the telephone number, video conference link and any necessary passcodes or other login

information; (c) describe the procedures described below for the public to be recognized at public hearings (if applicable), to comment on any matter to be addressed by the body and, with respect to the Common Council meetings, to speak during the Personal Appearances and Public Comment portion of meetings or provide that, except with respect to a public hearing, public comments should can be sent to an email address specified in the notice or delivered in writing to the City depository at City Hall, in either instance no later than two hours prior to the meeting (except with respect to a morning meeting, no later than 4:00 p.m. on the day prior to the meeting); and (d) provide that reasonable accommodations will be made for people without telephone or internet access or who are deaf or hard of hearing provided that notice of such need is provided to the City in the same manner as public comments.

2. The following provision is added to Section 3(h) of Proclamation No. 3 (the addition is double-underlined):

(h) Speaking at Meetings. Only the following people may speak during a meeting:

...

(vi) Any member of the public who desires to speak about a matter being addressed by the public body and any member of the public who desires to speak during the Public Appearances and Public Comment portion of a Common Council meeting, provided that such speaker notifies the City of his or her request to be recognized by sending an email to an email address specified in the meeting notice or by leaving a message on the voice mail of a person specified in the notice, in either instance no later than two hours prior to the meeting (except with respect to a morning meeting, no later than 4:00 p.m. on the day prior to the meeting). Comments from any such speaker shall be limited to five minutes.

3. Section 3(i) of Proclamation No. 3 relates to public comments at meetings and is replaced by the above provisions; therefore, such Section is deleted.

4. Section 4(b) of Proclamation No. 3 is revised as follows (additions are double-underlined and deletions are stricken):

(b) Public Appearances and Public Comments. A member of the public who desires to speak during ~~The Section of the normal~~ Common Council agenda entitled Public Appearances and Public Comments shall notify the City of that fact pursuant to Section 3(h)(vi) ~~be deleted. To the extent written comments are received by the Clerk that would otherwise be heard in that part of the meeting, the Clerk shall provide copies to the Common Council.~~

5. The Common Council by resolution may terminate Proclamation No. 3 when it is no longer necessary or desirable or may otherwise amend or modify it.

6. The foregoing provisions shall be inserted into Proclamation No. 3 as posted on the City's website.

Approved by: John Wirth, Mayor

Date Approved: June 9, 2020

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on June 9, 2020.

Caroline Fochs, City Clerk