

**City of Milton
Policy Ad Hoc Committee Minutes**

5/10/2016 - Minutes

1. Call to Order and Confirmation of Appropriate Meeting Notice.

T. Rush called the meeting of the Policy Ad Hoc Committee to order at 3:02 p.m.

Present: Theresa Rusch, Ald. Lynda Clark, Larry Laehn, and Herb Stinski.

Also Present: Ald. Nancy Lader, City Clerk / Deputy Treasurer Elena Hilby, and Assistant to the City Administrator Inga Cushman.

2. Approval of Agenda

Ald. Clark motioned to approve the agenda. H. Stinski seconded, and the motion carried.

3. Approval of Minutes - Policy Ad Hoc Committee Minutes - May 3, 2016.

L. Laehn motioned to approve the minutes with the changes provided by Assistant Cushman. H. Stinski seconded, and the motion carried.

4. Follow-up Discussion Regarding Committees/Commissions from May 3, 2016.

The committee discussed the feedback received from the Common Council at their meeting on May 3, 2016.

The committee is making the following recommendations:

Community Development Authority and Economic Development Commission

- Move the Economic Development Commission under the Community Development Authority.
- No more than two Council members on the committee.
- No more than nine total members on the committee
- No more than one representative from a single organization.

Emergency Medical Services Commission

- Eliminate the Emergency Medical Services Commission.

Historic Preservation Commission

- No recommended changes

Joint Fire Commission

- Modify the current bylaws and the Fire Protection Agreement so they are in conformance with Wisconsin Statutes 62.13.
- The Policy Ad Hoc Committee plans to review the bylaws to recommend changes and review the study done by RW Management.

Parks & Recreation Commission

- Replace Recreation Director in the ordinance with The Gathering Place Executive Director (or

his/her designee) and make a voting member.

Personnel & Finance Committee

- Eliminate the Personnel & Finance Committee

Public Safety Committee

- Eliminate the Public Safety Committee
- Host quarterly Community Forums, and encourage Council attendance.
- Create ad hoc committees as needed.
- Attach monthly reports from the Police Department in the Council packets.

Public Works Committee

- Meet quarterly with additional meetings as needed.
- Add two public citizens to the committee.
- Add recycling, building inspection, and storm sewer to the ordinance.

Tourism Development Committee

- Hold minimum quarterly meetings and additional meetings if needed.
- Remove the need for Council members on the committee from the ordinance.
- Change Administrator to an ex-officio, non-voting member.
- Committee elects chair after annual committee appointments are complete.

General Recommendations

- Update all ordinances related to committees and commissions.

5. Create Additional Recommendations Regarding Committees/Commissions as Needed.

The committee also made the following recommendations:

Board of Review

- Replace Council members with citizen members.

Ethics Board

- No recommended changes.

Library Board

- No recommended changes.

Plan Commission

- No recommended changes.

Police Commission

- No recommended changes.

Zoning Board of Appeals

- Explore making alternates be regular members on the committee. Review member attendance at past meetings and any applicable legislation.
- Reference Wisconsin administrative code in ordinance.

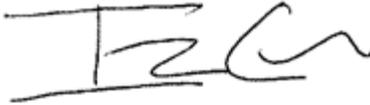
6. Set Future Meeting Date(s)

The next meeting of the Policy Ad Hoc Committee will take place on May 18, 2016 at 3 p.m.

7. Motion to Adjourn

H. Stinski motioned to adjourn the May 10, 2016 meeting of the Policy Ad Hoc Committee at approximately 4:34 p.m. L. Laehn seconded, and the motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Inga Cushman', written over a horizontal line.

Inga Cushman

Assistant to the City Administrator