

**CITY OF RIVER FALLS, WISCONSIN**  
**COMMON COUNCIL ORGANIZATIONAL MEETING**

**April 20, 2010**

Mayor Richards called the meeting to order at 5:04 p.m. in the Council Chambers in City Hall.

**Members Present:** Alderpersons Tom Cafilisch; David Cronk; Randy Kusilek, Scott Morrissette, Jim Nordgren

**Members Absent:** David Reese

**Staff Present:** Julie Bergstrom, Finance Director; Reid Wronski, City Engineer; Carl Gaulke, Utility Manager, Bill Thiel, City Attorney; Scot Simpson, City Administrator

Mayor Richards announced that Oaths of Office for the newly elected Council officials have been taken within the 10 days as required by *Wisconsin Statutes* for: the Mayor and Alderpersons at Large – David Cronk and Scott Morrissette. Alderperson at Large Bob Hughes has not taken his Oath of Office.

**COUNCIL PRESIDENT**

**MSC Cronk/Morrissette to nominate Cafilisch as Council President. Unanimous.**

**COMPTROLLER**

**MSC Cafilisch/Cronk to nominate Reese as Comptroller. Unanimous.**

**DEPUTY COMPTROLLER**

As Comptroller Reese was not in attendance, the position of Deputy Comptroller was not filled.

**PARLIAMENTARIAN**

**Mayor Richards appointed Nordgren as Parliamentarian. The Council unanimously confirmed the appointment.**

**ELECTION OF COUNCIL MEMBER TO PLAN COMMISSION, UTILITY COMMISSION AND STORM WATER UTILITY APPEALS COMMITTEE**

**MSC Morrissette/Kusilek nominated Cronk to Plan Commission. Unanimous.**

**MSC Cronk/Kusilek nominated Cafilisch to the Utility Commission. Unanimous.**

**MSC Morrissette/Cafilisch nominated Cronk for Storm Water Utility Appeals Committee.**

**APPOINTMENTS BY MAYOR/CONFIRMATION BY COUNCIL**

Mayor Richards recommended the following appointments:

Ambulance Commission	Unfilled
Historic Preservation Commission	Scott Morrissette
Library Board	Unfilled
Parks and Recreation Board	Jim Nordgren
River Falls Sewer Service Area	Randy Kusilek
Design Review Committee	Scott Morrissette

The appointment to Ambulance Commission will remain unfilled until an ordinance amendment is completed. The appointment to the Library Board will be made at a later date.

**MSC Cafilisch/Nordgren to approve Mayor's appointments. Unanimous.**

**APPOINTMENTS OF OTHER CITY OFFICIALS**

Mayor Richards recommended the following appointments:

City Health Officer	Dr. David Wilhelm
City Forester	Leo "Tony" Steiner

**MSC Cronk/Nordgren to approve Mayor's appointment of Council Liaison Representative and City Officials. Unanimous.**

**DESIGNATION OF CITY ATTORNEY**

Mayor Richards designated Weld, Riley, Prenn & Ricci SC as City Attorney.

**MSC Nordgren/Cronk to approve the designation of Weld, Riley, Prenn & Ricci as the official law firm representing the City. Unanimous.**

**CITY DEPOSITORIES**

Resolution No. 5357 - Designating Public Depositories for the City of River Falls

**MSC Cafilisch/Nordgren to approve resolution as submitted. Unanimous.**

**MACHINE-SIGNED SIGNATURES**

Resolution No. 5358 - Resolution Regarding Machine-Signed Signatures

**MSC Cafilisch/Cronk to approve resolution as submitted. Unanimous.**

**REVIEW OF OPEN MEETING LAWS**

City Attorney Bill Thiel reviewed the Open Meeting Laws and Public Records Laws. He said City business is to be conducted in a meeting setting so it is open to the public. He said Wisconsin has a strong tradition of open government, and there is a certain process in which to go into Closed Session. When in Closed Session, the Council must adhere to the Closed Session agenda.

In accordance with the Public Records Law, officials must preserve records such as email. He reminded Council to assume that nothing is confidential and it is important to maintain records. He said personal notes/information, drafts, and drafts for superiors are not subject to the Open Records Law. He said Council should try and maintain formality in emails. Thiel suggested if Council had questions, they should contact Simpson first.

The Council asked questions about responding to Open Records requests, conflicts of interest and walking quorums. Thiel explained a walking quorum is four or five Council members who phone or email each other and come to a decision before a Council meeting about a vote. Simpson brought up a negative quorum. Attorney Thiel advised Council it is best to avoid situations involving information gathering.

**BOARD OF REVIEW**

**MSC Cronk/Nordgren to set Board of Review for adjourning to such a time that the assessment roll is complete for June 3, 2010, at 10 a.m. – 12 noon. Unanimous**

**MSC Cronk/Nordgren to adjourn the meeting at 5:40 p.m. Unanimous.**

Respectfully submitted,

Kristi McKahan, Deputy City Clerk