

TOWN OF PRAIRIE DU SAC,
LOCATED IN SAUK COUNTY, WISCONSIN
RESOLUTION NO. 2020-06

A RESOLUTION TO AMEND AND RE-ESTABLISH POLICY FOR REMOTE PARTICIPATION AT TOWN BOARD MEETINGS

WHEREAS, the Town Board recently passed a resolution to allow remote participation at Town Board and Plan Commission meetings under limited circumstances;

WHEREAS, the Town Board has found that remote participation with nearly simultaneous two-way audio communication between the remote participant and the Town Board and any in-person participants, including the public in attendance, is permissible under Wisconsin law and has been workable in practice;

WHEREAS, the Town has access to the necessary equipment to implement remote participation at its Town board, commission, and committee meetings;

WHEREAS, the Town Board believes the Town of Prairie du Sac benefits from increased participation of members of its meeting bodies and that the implementation of a policy permitting remote participation contributes to that goal; and,

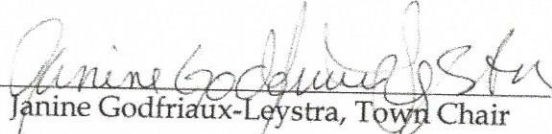
WHEREAS, the Town Board desires to expand the use of remote participation at Town meetings and to expand the ability of the public to access Town meetings remotely, and thus hereby amends its previous resolution and re-establishes the Town's policy for remote participation.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Prairie du Sac, Sauk County, Wisconsin that:

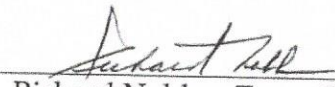
1. Any Town Board, Plan Commission, or Town committee meeting may be conducted by remote participation via means of nearly simultaneous two-way audio communication between all members of the body and provided that the public must have proper notice and access to the meeting in compliance with Wisconsin's Open Meetings Law and with Town policies.
2. If the meeting chair has not provided for a means of remote participation to a meeting, any member of the meeting body may request to remotely participate in the meeting via means of nearly simultaneous two-way audio communication.
3. Any meeting at which remote participation is expected, the posted meeting agenda must include the same meeting access information that the members of the meeting body receive and the access information must include at least a telephonic means of accessing the meeting.

12. The Town Board, Plan Commission, or Town committee may as a body may decide to limit remote participation of its members at its meetings if the body finds that remote participation of its members hinders its ability to carry out its functions, such as reviewing detailed site or development plans that may come before the body.
13. Remote participation may not be used for closed sessions.

APPROVED BY:


Janine Godfriaux-Leystra, Town Chair

ATTESTED:

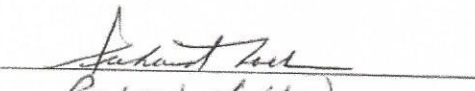

Richard Nolden, Town Clerk

Adopted: May 12, 2020

Posted: May 14, 2020

CERTIFICATION

I hereby certify that the above ordinance was duly adopted by the Town of Prairie du Sac, Sauk County, Wisconsin, by at least a majority vote of the members-elect of the Town Board on the 12 day of May, 2020, and approved by the Town Chairperson on the 12 day of May, 2020.


Richard Nolden
Town Clerk

4. If any meeting is expected to only have a physical public location available, then the posted meeting agendas shall include a notice that any person may request remote access to such meeting. Upon receiving a request from the public, the Town Clerk or meeting chair should make appropriate accommodations to facilitate public remote access to the meeting.
5. Upon request of any member or the public that may not be able to participate remotely via phone or internet, the Town should make alternative appropriate accommodations to facilitate reasonable access to any public meeting.
6. Members of the meeting body who participate remotely and all members of the meeting body present at the meeting must be clearly audible to each other and to the public using a near simultaneous two-way audio connection. Any video connection, if used, shall be situated to be visible to the members of the meeting body in attendance and as many members of the public as possible. Acceptable means of remote participation include, but are not limited to, telephone, internet, or satellite enabled audio and video teleconferencing, or any other technology that enables the remote participant to make a near simultaneous two-way audio connection with the members of the meeting body and the public present at the meeting.
7. Members of the meeting body participating remotely may be counted for purposes of determining a quorum for the meeting.
8. When a member participates remotely, the minutes of the meeting shall indicate which member(s) are participating remotely and the method used (e.g. teleconference or video conference).
9. The chair of the meeting, shall, at the start of any meeting in which a member of the body is participating remotely, announce to the public the name of such member and the fact that he or she is participating remotely. If a member is disconnected or otherwise unable to maintain a near simultaneous two-way audio and video connection, the minutes must note that fact and the time of such occurrence.
10. If technical issues arise as a result of the remote participation and a quorum is still present, the chair of the meeting may decide whether to continue the meeting or recess the meeting and make reasonable efforts to remedy the technical issue prior to proceeding. If a quorum is not present without the remote participant(s), the meeting shall be in recess and reasonable efforts to re-establish a two-way audio connection shall be made. If such efforts are unsuccessful, the meeting shall be adjourned.
11. Any member who attends a meeting through remote participation is entitled to vote as if they were physically present at the meeting. If more than one member is participating remotely, all votes shall be by roll call vote.