

**WORK SESSION MINUTES
FORT MADISON CITY COUNCIL**

Thursday, February 13, 2020

Mayor Matt Mohrfeld presided with Council members: Rebecca Bowker, Bob Morawitz, Kevin Rink, Rusty Andrews and Tyler Miller (arrived at 5:15 P.M.) present. Mark Lair and Chad Cangas were absent.

The Work Session began at 5:10 P.M. Pat O'Connell, Lynch Dallas, P.C., gave a presentation on Liability Issues in Municipal Government.

The presentation included:

Basic Overview of the Law of Local Government

Home Rule and limitations same, Iowa Code's basic forms of local government and which form Fort Madison uses, bonding for municipal officers, personal liability of elected officials, role of the City Council verses the Role of the Manager, City Council as lawmaker.

He also presented to Council a proposed Council Manual Rules and Procedures. He recommended Council review and then adopt these rules. The Manual is one prepared for another City but the City Clerk did provide information and policies for inclusion. He discussed:

1. The authority of local governments to enact their own rules of procedure;
2. Robert's Rules of Order;
3. Types of meetings, notice requirements and procedures;
4. Public hearings;
5. Do's and don'ts when legal issues arise;
6. Council involvement in agenda preparation, interaction and cooperation;
7. Quorums;
8. Ordinance passage procedure;
9. Ordinances, resolutions, motions;
10. Conflicts of Interest;
11. Open Records Law;
12. Sexual harassment, hostile work environment and required investigations;
13. City Council role in nuisance abatement;
14. Municipal infractions;
15. Planning and Zoning.

The Work Session/Training ended at 7:21 P.M.