

Charter Commission

October 20, 2021 – 6:00 p.m.

Members Present: Jorstad, Blashill, Dodds, Ravnikar, Heinonen

Members Absent: Tanem, Meuers, McCarthy

Staff Present: City Attorney Al Felix, City Clerk Michelle Miller

Vice Chair Dodds noted a quorum and called the meeting to order at 6:00 p.m.

Amendments to Agenda

Dodds requested the following items be added to the agenda:

- Bylaws
- Meeting Dates
- Resignation of Casey McCarthy
- Vacancies/Special Elections

Motion by Blashill, seconded by Heinonen approving the agenda as amended. Motion carried by unanimous voice vote.

Approval of Minutes

The minutes from the June 24, 2021 meeting was presented for approval. **Motion by Jorstad, seconded by Blashill to approve the minutes as presented. Motion carried by unanimous voice vote.**

Business Items

Chapter 8 of the City Charter, Sections 8.01 (The City Plan) and 8.02 (Enforcement of the City Plan). Ravnikar stated he was satisfied with the explanation from the June 24 meeting and does not feel there is a need to revisit the matter.

Chapter 12 of the City Charter, Section 12.04 (Official Interest in Contracts). In addition to discussing looking at example cities and its conflict of interest charter provisions, members discussed what type of code of conduct, professionalism or ethics policies councilmembers abide by. More research and discussion will be needed.

Chapter 2 of the City Charter, Section 2.03 (Council Composition and Election). Due to growth in the city and the 2020 Census, members continue to discuss if the representation is sufficient or if there is a need for an additional councilmember, in particular an At Large member.

Bylaws Review. Dodds suggested a comprehensive review of the Bylaws since it has been more than five years since they were last amended. Members were asked to review the bylaws and provide any changes at the next meeting for further discussion.

Meeting Dates. The annual meeting is scheduled for Wednesday, June 22, 2022 at 6:00 p.m. Consensus from the group was to schedule any future special meetings for a Wednesday at 6:00 p.m. for consistency.

Resignation of Casey McCarthy. Miller provided a copy of the resignation submitted by Casey McCarthy due to his moving out of the city limits. Motion by Heinonen, seconded by Jorstad accepting the resignation of Casey McCarthy and declaring a vacancy on the City Charter Commission. Motion carried by unanimous voice vote.

Vacancies/Special Elections. Heinonen suggested reviewing the language in filling council vacancies due to the lengthy timeline in conducting a special election. Further discussion will be needed.

The next meeting will be scheduled sometime in January or February 2022.

Adjourn

With no further business, a motion by Heinonen, seconded by Jorstad, to adjourn. Motion carried unanimously. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Michelle R. Miller". The signature is written in a cursive style with a large initial "M".

Michelle R. Miller
City Clerk/Secretary