

Charter Commission

June 27, 2018 – 6:30 p.m.

Members Present: Donald Heinonen, Chuck Stombaugh, Casey McCarthy, Michael Meuers

Members Absent: Pamela Jorstad, Ben Stowe, Caleb Newman

Staff Present: City Clerk Michelle Miller

City Clerk Miller noted a quorum and called the meeting to order at 6:35 p.m.

Approval of Minutes

The minutes from the June 27, 2017 and July 11, 2017 meetings were presented for approval. Motion by Heinonen, seconded by Meuers to approve the minutes as presented. Motion carried.

Oath of Office

City Clerk Miller administered the Oath of Office to reappoint Commission member Casey McCarthy (new term ending 06/01/2022).

Election of Officers

City Clerk Miller opened nominations for Charter Commission Officers.

- Motion by Stombaugh, seconded by McCarthy, to nominate Stowe as Chair. Motion carried.
- Motion by Stombaugh, seconded by Heinonen, to nominate McCarthy as Vice Chair. Motion carried.

Section 2.03 Council Composition and Election – Review Term of Mayor

Heinonen stated that he has had questions of why the term of our mayor is two years. Stombaugh stated that only three of 16 charter cities have terms of two years for the mayor. The other cities have four year terms for the mayor. Heinonen questioned whether our council is big enough to serve our community. The 2017 estimated population is almost 16,000 and with the 2020 Census and annexation coming soon, that number will grow. Members discussed the possible need to expand the council by either adding an at large member or adding another ward to the city.

Section 2.05 and Section 4.03 – Review Timeline for Special Elections

Since the change of the Charter regarding the appointment or special election process in the event of a vacancy, it has been determined that there needs to be time allowing absentee balloting. The last special election took six months to fill the vacancy because of the extra time. It was determined that the timeline in the Charter be reviewed and updated to meet the statute requirements for absentee voting.

Charter Commission Membership

Miller stated that Ryder did not wish to seek reappointment to another term, therefore, creating one opening on the Charter Commission. Miller also stated that there has been no communication from Newman regarding his membership on the Charter Commission.

Motion by Meuers, seconded by Stombaugh to contact Caleb and upon no response, a vacancy will be declared.

Next Meeting

A special meeting will be scheduled for the last week of July for further discussion of the above.

Adjourn

With no further business, a motion was made by Stombaugh, seconded by Heinonen, to adjourn. Motion carried unanimously. The meeting adjourned at 7:23 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, stylized "M" and "R".

Michelle R. Miller
City Clerk