

**CITY OF FRIDLEY
CHARTER COMMISSION MEETING
MARCH 4, 2019**

CALL TO ORDER:

Chairperson Ostwald called the Charter Commission meeting to order at 7:00 p.m.

ROLL CALL:

Members Present: Commissioners Gary Braam, Manuel Granroos, Richard Johnston, Bruce Nelson, Rick Nelson, David Ostwald, Barb Reiland, Pam Reynolds, Valerie Rolstad, Cindy Soule, Avonna Starck

Members Absent: Commissioners Kelli Brillhart, Zach Crandall, Don Findell, and Ted Kranz

Others Present: Roberta Collins/Staff Liaison

APPROVAL OF AGENDA

Commissioner Rick Nelson MOVED and Commissioner Braam seconded a motion approving the meeting agenda.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON OSTWALD DECLARED THE MOTION CARRIED.

APPROVAL OF MINUTES

Commissioner Reiland MOVED and Commissioner Johnston seconded a motion approving the Charter Commission meeting minutes of January 7, 2019.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON OSTWALD DECLARED THE MOTION CARRIED.

ADMINISTRATIVE MATTERS

A. Nominating Committee Report

The Nominating Committee consisted of Chairperson Ostwald and Commissioners Rolstad and Starck. They met after the meeting on January 7th. The Committee recommended the following nominations to serve as the 2019-20 Charter Commission officers: Valerie Rolstad, Chair; Cindy Soule, Vice Chair; and Bruce Nelson, Secretary.

Commissioner Rick Nelson asked for a point of clarity about whether or not someone on the nominating committee can be nominated for a position, based on his experience with other associations. Commissioner Soule said there was nothing in the Commission's by-laws that prevented people on the nominating committee to be nominated. Commissioner Nelson said he understood and was ok.

Chairperson Ostwald called for additional nominations. Seeing none, nominations were closed.

Commissioner Reynolds MOVED and Commissioner Rick Nelson seconded a motion to accept the nominations as presented on an uncontested ballot.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON OSTWALD DECLARED THE MOTION CARRIED.

Chairperson Ostwald said Commissioner Rolstad would begin chairing the meetings at the next meeting.

B. Discussion of Meeting Dates

A calendar of 2019 meeting dates was provided to the Commissioners. Chairperson Ostwald asked if anyone had any issues with any of the dates on the calendar.

Commissioner Reiland MOVED and Commissioner Rolstad seconded a motion to accept the dates for 2019 as presented.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON OSTWALD DECLARED THE MOTION CARRIED.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

A. Review of By-laws

Commissioner Granroos brought up the nominating process to see if someone should review the rules to find out whether or not you can serve on the nominating committee and be nominated for an officer position.

Commissioner Reiland MOVED and Commissioner Soule seconded a motion to have staff research Rosenberg's Rules to find out it was problematic for someone to serve on the nominating committee and be nominated or nominate themselves.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON OSTWALD DECLARED THE MOTION CARRIED.

Commissioner Reiland felt there was too much punctuation in Section III.C. and wondered if it could be rewritten without so much punctuation.

After some discussion about the wording and punctuation, the Commissioners recommended the following language:

Special meetings may be called by the chair. In addition the chair shall call a special meeting within ten (10) days upon receipt of a written request signed by five (5) members with proper notice.

Commissioner Reiland said Section V.4. stated, "All officers shall begin their terms of office upon election to that office.

Chairperson Ostwald declared Commissioner Rolstad to be Chair and handed the meeting over to her.

Commissioner Reynolds asked if in Section V.B.1.d. whether the chair actually implemented decisions. She said the Chair takes a motion and ask that it be forwarded to the Council.

Commissioner Starck suggested looking at what the word decision means. Whether it would be something that needed Council action and it is forwarded, or if it was something the Commission is working on such as topics or dates of meetings.

Commissioner Reynolds said that was fine and there were no changes.

Commissioner Soule suggested that the City Clerk review Section V.4. to see if any changes should be made to this section regarding the duties that are provided by the staff liaison to the Commission.

Commissioner Nelson wondered if in Section VI.B. there should be something in the bylaws about e-mails. He was concerned that the nominating committee report was not received ten days before the meeting if they were to vote on it.

Commissioner Ostwald said that the meeting agenda was the same as the February meeting and they would have received the nominating report more than ten days before the election.

Commissioner Nelson asked if the Commissioners would have voted on the election of officers in February. Commissioner Ostwald said no, that the nominating committee report would have been presented, but there was no meeting.

There was some confusion as to whether the nominating committee report should have been provided more than three days before the February meeting.

Commissioner Nelson said the wording said “mailed” and he wondered if “e-mailed” should be included by adding and/or e-mailed to this section.

Commissioner Soule said with the open meeting law, would electronic submission of this report violate the open meeting law.

Commissioner Nelson thought it could be if there was no physical document available. Commissioner Reynolds said they could request the document in paper or by email.

Commissioner Reiland said it might be possible that someone would be appointed that would not have an email account.

Commissioner Nelson felt it should be mailed, but could be emailed for convenience.

Commissioner Soule wondered if there were Commissioners who might prefer to receive electronic communication, if they could opt out of the physical mail requirement.

Commissioner Starck thought that was a good idea and that it was a great way to cut down on paper consumption. Commissioner Reiland said it could be received electronically but she would still prefer paper. Commissioner Soule said it would be a good way to recruit millennials.

B. Review of the Charter

There was a brief discussion about what to discuss and it was determined they would set future meeting topics.

FUTURE METING TOPICS:

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Commissioner Granroos suggested looking at the oldest chapters for review, such as Chapter 1.

Commissioner Reynolds said Chapter 10 was tabled until after the franchise with Century Link was completed. They are no longer moving toward a franchise and suggested it might be a good time to review the language.

Commissioner Granroos suggested once it is reviewed, even if no changes, you change the date of revision on the bottom of the page.

Commissioner Soule said she liked the idea of placing a date the Commission reviewed a chapter if no changes were needed.

As Chapter 9 had not been revised or reviewed, it was suggested they also review Chapter 9.

Review of Bylaw changes.

ADJOURNMENT:

Commissioner Granroos MOVED and Commissioner Starck seconded a motion to adjourn the meeting.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON ROLSTAD DECLARED THE MOTION CARRIED AND THE MEETING WAS ADJOURNED AT 8:00 P.M.

Respectfully submitted,

Roberta Collins
City Clerk/Staff Liaison

Commissioner Bruce Nelson, Secretary