

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CHARTER COMMISSION MINUTES

FEBRUARY 1, 2016

Call to Order: The Charter Commission meeting was called to order at 5:00 pm by Randy Dressen.

Roll Call: Present were Randy Dressen, Gary Zimmerman, Malcolm Beck, Steve Kane, Rich Skordahl and Tim Brown. Also present was, City Administrator Joe Kohlmann Assistant City Attorney David Schaps and City Clerk Barb Held.

Approve Minutes of January 29, 2015: Motion by Brown second Kane to approve the January 29, 2015 Charter Commission Minutes. Motion carried unanimously.

Appointment of Chair and Vice Chair: Brown nominated Randy Dressen as Chair. **Motion by Brown second Kane to appoint Randy Dressen as the Chair for the Charter Commission. Motion by Beck second Zimmerman that nominations cease.** Motions carried unanimously.

Brown nominated Steve Kane as Vice Chair. **Motion by Brown second Skordahl to appoint Steve Kane as the Vice Chair for the Charter Commission. Nominations closed after three times of calling for nominations.** Motion carried unanimously.

Charter Discussion on Setting Regular City Council Meetings by Resolution: Dressen stated this matter had been discussed briefly last year about the possibility of amending the Charter allowing the City Council to have an option of cancelling a meeting by resolution. The ones discussed were the second meeting in December and possibly the first meeting in July, which often falls close to the fourth of July. Assistant City Attorney David Schaps stated currently, the City Charter in Section 3.02 directs that the City Council “shall meet at such time or times each month as may be prescribed or by ordinance.” The statutory requirement is the City is required to hold a meeting at least on a monthly basis in order to pay their bills. If the Charter Commission decides to proceed and recommend the City Council approve an ordinance granting them the ability to set it’s meeting schedule by resolution. Schaps referenced the City Attorney’s memorandum regarding the steps that would have to be followed if the Charter Commission proposed change brought before the City Council. The proposed change in the Charter would read if approved by the City Council;

Section 3.02 Council Meeting. *The Council shall meet at such time or times each month as may be prescribed or by ~~ordinance~~ resolution. In addition, the Mayor or any two (2) Council persons may call special meetings of the Council upon such notice as may be prescribed by Ordinance.*

Discussion by the commission members on whether to forward the amendment on to the City Council. **Motion by Beck second Brown to move forward with the proposed change.** Motion carried unanimously.

Other Items of Discussion: Skordahl said we do have a vacancy, how do we publish this. Held said we have it on our website and ad for the Charter and EDA were published in the Courier.

Adjournment: Motion by Kane second Zimmerman to adjourn the Charter Commission meeting at 5:20 pm. Motion carried 5-1. Brown voting nay.

Barbara I. Held, City Clerk