Charter Commission

October 2, 2023

7:00 PM

Fridley City Hall, 7071 University Avenue NE

Minutes

Call to Order

Chairperson Nelson called the Charter Commission meeting to order at 7:02 p.m.

Present

Mohammed Barre
Kelli Brillhart
Donald Findell
Greg Gardner
Nikki Karnopp
Steven Kisner
Ted Kranz
Rick Nelson
Pam Reynolds
Val Rolstad
Avonna Starck

Absent

Gary Braam
__ Gabriel
Manuel Granroos
Oluwaseyi Olawore

Others Present

Melissa Moore, City Clerk
Beth Kondrick, Deputy City Clerk
Dave Ostwald, City Councilmember

Approval of Agenda

Chairperson Nelson requested to add an item to the agenda to accept the resignation of Gary Braam.

Melissa Moore, City Clerk, noted that Commissioner Braam moved outside of Fridley and therefore is ineligible to serve on the Commission and has submitted a letter of resignation.

Motion by Commissioner Reynolds to approve the meeting agenda as amended. Seconded by Commissioner Karnopp.

Upon a voice vote, all voting aye, Chair Nelson declared the motion carried unanimously.

Approval of Meeting Minutes

1. Approval May 1, 2023, Charter Commission Meeting Minutes

Motion by Commissioner Rolstad to approve the meeting minutes of May 1, 2023 as presented. Seconded by Commissioner Gardner.

Upon a voice vote, all voting aye, Chair Nelson declared the motion carried unanimously.

Administrative Matters

2. Chapter No. 10, Franchises and Public Utilities

Ms. Moore reviewed the direction of the Commission at the last meeting and the information that was provided in response.

Chairperson Nelson noted that this could be added to future meeting topics.

Commissioner Reynolds asked the City Code portions that are currently in effect on this topic.

Ms. Moore replied that the current cable franchise is addressed under 405B, Ordinance 1385.

3. 2024 Charter Commission Meeting Dates

Chairperson Nelson noted that staff provided information on potential meeting dates for 2024.

It was the consensus of the Commission to set the following meeting dates for 2024: January 9^{th}, February 5^{th}, April 29^{th}, May 20^{th}, September 10^{th} and October 7^{th} with a joint meeting with City Council to take place on April 29^{th}.

4. Upcoming Terms Expiring: Pam Reynolds and Avonna Starck

Chairperson Nelson noted that Commissioners Reynolds and Starck have expiring terms and confirmed that both members would like to continue to serve on the Commission.

Motion by Commissioner Findell to recommend the reappointment of Commissioner Reynolds. Seconded by Commissioner Nelson.

Upon a voice vote, all voting aye, Chair Nelson declared the motion carried unanimously.

Motion by Commissioner Rolstad to recommend the reappointment of Commissioner Starck. Seconded by Commissioner Karnopp.

Upon a voice vote, all voting aye, Chair Nelson declared the motion carried unanimously.

5. 2023 Annual Report

Ms. Moore noted that once approved by the Commission, staff would mail the letter to the Chief Judge.

It was noted that the dates in the report should be corrected.

Motion by Commissioner Reynolds to approve the 2023 Annual Report. Seconded by Commissioner Steven.

Upon a voice vote, all voting aye, Chair Nelson declared the motion carried unanimously.

Old Business

6. Review of Chapter 4

Chairperson Nelson reviewed the proposed changes.

It was explained that the filing fee to run for office is meant to provide some compensation for staff time while also not making it cost-prohibitive for people to run for office.

Commissioner Findell left the meeting.

Chairperson Nelson continued to review the proposed changes.

Ms. Moore provided additional details on the vote counting process and how write in votes are tallied.

Motion by Commissioner Rolstad to direct staff to prepare the final draft of Chapter 4. Seconded by Commissioner Brillhart.

Further discussion: Ms. Moore asked and received confirmation that ordinance format would be acceptable.

Upon a voice vote, all voting aye, Chair Nelson declared the motion carried unanimously.

New Business

7. Accept Resignation of Gary Braam

Ms. Moore noted that the Commission would need to accept the resignation of Commissioner Braam and then advertise for the vacant seat. She read the letter submitted by Commission Braam.

Motion by Commissioner Starck to accept the resignation of Commissioner Braam. Seconded by Commissioner Kranz.

Upon a voice vote, all voting aye, Chair Nelson declared the motion carried unanimously.

Motion by Commissioner Reynolds to advertise the vacant position on the Commission. Seconded by Commissioner Mohamed.

Upon a voice vote, all voting aye, Chair Nelson declared the motion carried unanimously.

Future Meeting Topics/Communications

8. Future Meeting Topics

Chairperson Nelson commented that when staff provides the agenda to members, a response is needed by each member of the Commission by the deadline of noon on Friday. He noted that staff should not have to continue to reach out to determine if there will be a quorum.

Commissioner Reynolds requested to remove Chapters 5 and 7 from the list.

Ms. Moore reviewed the next two members with expiring terms in February of 2024.

Adjournment

MOTION by Commissioner Kranz to adjourn the meeting. Seconded by Commissioner Reynolds.

Upon a voice vote, all voting aye, Chairperson Nelson declared the motion carried and the meeting adjourned at 7:46 p.m.