Charter Commission

February 6, 2023
7:00 p.m.
Fridley Civic Campus, 7071 University Ave N.E.

Minutes

Call to Order

Chair Rick Nelson called the meeting to order at 7:01 p.m.

Roll Call

Present: Gary Braam
Kelli Brillhart
Donald Findell
Greg Gardner
Ibsen Gabriel (arrived at 7:10)
Steven Kisner
Ted Kranz
Rick Nelson
Oluwaysei Olawore (arrived at 7:07)
Valerie Rolstad
Cynthia Soule
Avonna Starck

Absent: Manuel Granroos, Nikki Karnopp, Pam Reynolds

Others Present: Beth Kondrick, Deputy City Clerk
Melissa Moore, City Clerk
Ryan Evanson, Councilmember Ward 2
Mohamed Barre

Approval of Agenda

Chair Nelson asked to add an item under Administrative Matters for acceptance of a resignation letter from the Commission. Motion by Commissioner Braam to approve the amended meeting agenda. Seconded by Commissioner Brillhart.

Upon a roll call vote, Braam, Brillhart, Findell, Gardner, Kisner, Kranz, Nelson, Rolstad, Soule and Starck voting aye, Chair Nelson declared the motion carried.

Approval of Meeting Minutes

1. Approval of January 10, 2023 Charter Commission Meeting Minutes

Motion by Commissioner Braam to approve the meeting minutes. Seconded by Commissioner Findell.

Upon a roll call vote, Braam, Brillhart, Findell, Gardner, Kisner, Kranz, Nelson, Rolstad, Soule and Starck voting aye, Chair Nelson declared the motion carried.

Administrative Matters

2. 2023 Member List

Printed copies of the 2023 Member List were made available. A change was noted to new Commissioner Kisner's phone number.

3. Election of Vacated Vice Chair Position

The Commission discussed keeping the vacated Vice Chair position open until the next meeting when elections will be held for officer positions.

Motion by Commissioner Kranz to keep the Vice Chair position vacant until next the meeting. Seconded by Commissioner Kisner.

Upon a roll call vote, Braam, Brillhart, Findell, Gardner, Kisner, Kranz, Nelson, Olawore, Rolstad, Soule and Starck voting aye, Chair Nelson declared the motion carried.

4. Nominating Committee Report

The Nomination Committee met after the end of last month's meeting and have nominated the following for officers: Chair: Rick Nelson, Vice Chair: Manuel Granroos, Secretary: Valerie Rolstad.

Motion by Commissioner Gardner to accept the nominations. Seconded by Commissioner Braam.

Upon a roll call vote, Braam, Brillhart, Findell, Gardner, Kisner, Kranz, Nelson, Olawore, Rolstad, Soule and Starck voting aye, Chair Nelson declared the motion carried.

5. Review of Bylaws

Discussion was held on accepting changes to the Bylaws as provided in the agenda.

Motion by Commissioner Brillhart to accept the changes to the Bylaws as written. Seconded by Commissioner Rolstad.

Upon a roll call vote, Braam, Brillhart, Findell, Gabriel, Gardner, Kisner, Kranz, Nelson, Olawore, Rolstad, Soule and Starck voting aye, Chair Nelson declared the motion carried.

6. Establishing Agenda Topics with the City Council

Ms. Moore asked the Commission to review topics they would like to discuss with the City Council. Ideas generated by the Commission and staff were:

- Discussing a yearly reoccurring meeting for both bodies.
- Is there a particular chapter of the Charter that the Council recommends for review? Are there any "problems" that the Council sees with any chapter that the Commission should consider?
- Are Councilmembers hearing any feedback from residents on any matters related to the Charter?
- The Commission has begun a review of Chapter 4, Nominations and Elections. Are there items the Council would like to discuss regarding the content of that chapter?
- Are there any other areas or items the Council would like to discuss with the Commission?

Chair Nelson stated that the Commission will discuss this again at the March meeting and staff will provide an update ahead of the joint April meeting.

6a. Resignation of Commissioner Soule

Commissioner Soule submitted a resignation in writing to Chair Nelson effective February 7, 2023. Ms. Moore reminded the Commission that at their January meeting they approved a motion to approve Mohammed Barre to the Commission immediately upon an opening to the Commission. Staff will begin preparing correspondence with the Chief Judge to arrange for the appointment.

Motion by Commissioner Rolstad to accept Commissioner Soule's resignation. Seconded by Commissioner Brillhart.

Upon a roll call vote, Braam, Brillhart, Findell, Gabriel, Gardner, Kisner, Kranz, Nelson, Olawore, Rolstad, Soule and Starck voting aye, Chair Nelson declared the motion carried.

New Business

7. Review of Chapter 4 – Nominations and Elections

Ms. Moore presented two copies of Chapter 4 with comments from the City Attorney and staff. Chair Nelson suggested reviewing each section one at a time. Discussions were held on some of the proposed edits and whether some sections could be removed due to being listed in State Statute. In sections 4.01 and 4.02, recommend changing the word "officer" to "office." In section 4.02 to change the notification period from 15 days to 14 to be in line with State law. Chair Nelson suggested the Commission continue the review of Chapter 4 at its next meeting in March.

Future Meeting Topics

8. Future Meeting Topics

The Commission reviewed the items to be on the March agenda will be review of Chapter 4 starting with section 4.03, Election of Officers, updated 2023 member list with the addition of Mr. Barre, and topics to discuss with the City Council. Staff added that a review of Chapters 5 and 7 are also on the list of topics for future consideration.

Adjournment

Motion by Commissioner Rolstad, to adjourn. Seconded by Commissioner Brillhart.

Upon a roll call vote, Braam, Brillhart, Findell, Gabriel, Gardner, Kisner, Kranz, Nelson, Olawore, Rolstad, Soule and Starck voting aye, Chair Nelson declared the motion carried.

The meeting adjourned at 8:26 p.m.