

**City of Moorhead  
Charter Commission  
Meeting Minutes  
August 07, 2013 at 8:00 AM  
City Hall Boardroom**

**Roll call of the members was made as follows:**

Board Member:	James Danielson	Present
Board Member:	Francine Gilmore	Present
Board Member:	<b>Vacant</b>	<b>N/A</b>
Board Member:	Kenneth Tangen	Absent
Board Member:	Russell Hanson	Present
Board Member:	Darvin Landa	Present
Board Member:	<b>Vacant</b>	<b>N/A</b>
Board Member:	Ronald Hagemann	Absent until 8:40 am
Board Member:	<b>Vacant</b>	<b>N/A</b>
Board Member:	Douglas Fagerlie	Present
Board Member:	Thomas Krabbenhoft	Present
Board Member:	Richard Bolton	Present
Board Member:	Yoke-Sim Gunaratne	Absent

1. Call to Order

Minutes: Chair Bolton called the meeting to order.

2. Roll Call

Minutes: Roll call of the Commission members was noted.

3. City Charter Commission honored the death of Chad Martin, Operations Director, with a moment of silence.

4. Approval of Minutes

A. May 1, 2013

Minutes: James Danielson noted that Chair Bolton called the meeting to order. Francine Gilmore corrected the attendance.

Motion to approve minutes of May 1, 2013 as amended by Hanson seconded by Landa; motion approved by unanimous vote.

5. Reports of the Chair, Officers, Commissions and Committees

Minutes: Richard Bolton, Chair, provided a brief summary of changes that need to be reviewed in the Charter.

Douglas Fagerlie suggested recording all Charter Commission Meetings. Michelle French, City Clerk, announced that the City Council formally adopted a policy that all Board and Commission meetings will be recorded

beginning July 1, 2013.

#### Update on Charter Commission Recommendation to Council: Continuity of Government

Minutes: Michelle French, City Clerk, announced that the City Council approved a resolution on May 28, 2013 with a 5-3 vote. Michael Redlinger, City Manager, designated Scott Hutchins, Deputy City Manager, as the emergency interim.

#### 6. Public Comment

Minutes: Council Member Mike Hulett announced that Council Member Durand and he is the liaison for the Moorhead Public Service Commission. He suggested meeting with the Moorhead Public Service Commission (MPS) and the City Council to discuss the transfer before bringing this issue to the Charter Commission.

Council Member Hintermeyer disagrees and the Charter Commission reserves the right to initiate discussion at any time.

Kenneth Tangen stated that the Council can raise taxes if the City needs money, we cannot keep going to MPS.

#### 7. Unfinished Business

##### A. Charter Vacancies Update

Minutes: Richard Bolton stated that he sent a letter to the Council Members of the selected wards that have current vacancies.

Michelle French, City Clerk, stated that an ad will be placed on Monday for various Board and Commission vacancies.

#### 8. New Business

##### A. Update on Council Authority and Moorhead Public Service Commission Authority

Minutes: Bill Schwandt, General Manager of MPS, stated that the mission of MPS is to provide reliable electric and water utilities at the lowest possible costs. Maximum of 25% of gross revenues is transferred which is approximately \$7-8 million.

Ken Norman, Chairman of MPS, announced that administration issues are not a reason to change the Charter. MPS would like to remain informed on this issue.

John Boulger, Attorney for MPS, stated that he did not agree with the analysis.

Motion to table this item was made by Danielson seconded by Landa; motion approved by unanimous vote.

##### B. [Even Year City Election Presentation](#)

Minutes: Michelle French, City Clerk, and Jordan Lee, Intern, provided a brief presentation on the odd year Election costs, voter turnout, cost per voter, and possible future mandate for electronic poll books. Michelle French provided options whether to maintain odd year elections, bring back to City Council for a vote which would need to be unanimous in order to change the Charter, or bring to the vote of the people at the November election.

Motion to move forward with option number three to bring to the vote of the people at the November election by Landa seconded by Danielson; motion approved with a 7 – 1 vote.

**Adjourned at 9:20 a.m.**

*Respectfully submitted by:  
Michelle French, City Clerk*