



**CHARTER COMMISSION MEETING AGENDA**  
**March 11, 2015 - 8:00 AM**  
**Hjemkomst Center - Elm Board Room**

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**Call to Order**

**Roll Call**

1. Introduction of New Member(s)/Administer Oath of Office
  - A. Athena Gracyk (Ward 2)

**Approval of Minutes**

2. December 10, 2014 Meeting Minutes

**Reports of the Chair, Officers, Commissions and Committees**

**Public Comment**

**Unfinished Business**

**New Business**

3. Approval of Moorhead City Charter Commission 2014 Annual Report
4. Election of Officers: Chair, Vice Chair, Secretary

**Adjourn**





**City of Moorhead  
Charter Commission  
Meeting Minutes  
December 10, 2014 at 8:00 AM  
Hjemkomst Center - Elm Board Room**

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

**Call to Order**

**Roll Call**

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

Board Member:	Eldon Wollman	Present
Board Member:	Russ Hanson	Present
Board Member:	Francine Gilmore	Present
Board Member:	Ken Tangen	Present
Board Member:	Jim Danielson	Present
Board Member:	Darvin Landa	Present
Board Member:	James Steen	Present
Board Member:	Athena Gracyk	Absent
Board Member:	Ronald Hagemann	Present
Board Member:	Tom Krabbenhoft	Present
Board Member:	Doug Fagerlie	Present
Board Member:	Yoke-Sim Gunaratne	Present
Board Member:	Michael Friesen	Present

**Guests present:**

Pat Kovash	Kovash Marine/MBA/EDA
Mike Edenborg	Central Minnesota Credit Union
Bruce Bekkerus	A-1 Automotive
Mark Vanyo	Coldwell Banker

**Approval of Minutes**

October 22, 2014 Charter Commission Minutes

Motion to approve amended minutes of October 22, 2014 by Fagerlie seconded by Landa; motion approved by unanimous vote.

**Reports of the Chair, Officers, Commissions and Committees**

Russ Hanson provided a brief report after the last Charter Commission Meeting regarding the individuals that were asked to attend.

**Public Comment**

None

## **Unfinished Business**

### City Council Voting Requirements

#### Contracts

John Shockley, City Attorney, briefly explained the contract process.

#### Acquiring Property, Selling Property, Disposing of Property, Utilizing Eminent Domain

John Shockley, City Attorney, explained when acquiring property, selling property, disposing of property, and utilizing eminent domain has been used and the process.

#### Tax Levies

John Shockley, City Attorney, explained that State Law requires a majority vote for the preliminary levy; however; when the tax levy is approved the City Charter requires a super majority.

#### Bond Issues

John Shockley, City Attorney, briefly explained the process and informed the City Charter Commission that the bond issues usually occur because a specific project has been done and the City Council needs to bond for the project for funding.

#### Mayor Voting

Charter Commission Members briefly discussed the pro's and con's of the Mayor voting.

Motion to keep the current Charter as written made by Fagerlie seconded by Steen; motion approved: 9 – Yes; 3 – No (Danielson, Gilmore, Tangen); 1 – Absent (Gracyk)

## **New Business**

### Set 2015 City Charter Commission Meetings

Motion to set the 2015 Charter Commission meeting dates to March 11, 2015; June 10, 2015; September 9, 2015; and December 9, 2015 at 8:00 am at the Hjemkomst Center Elm Boardroom made by Fagerlie seconded by Steen; motion approved by unanimous vote

## **Adjourn**

Meeting adjourned at 9:41 am

*Respectfully submitted by:  
Michelle French, City Clerk*



## Memorandum



# MOORHEAD CHARTER COMMISSION 2014 Annual Report

The Moorhead City Charter Commission met six times in 2014 – March 19, June 7, July 17, September 3, October 22, and December 10. The topics discussed by the Charter Commission and any outcomes reached on these matters are outlined below.

### **Election of officers**

Chair – Russell Hanson

Vice Chair – Doug Fagerlie

Secretary – Ronald Hagemann

### **Role of Legal Counsel in Relations to Charter Commission**

The Charter Commission discussed if there was a conflict of interest for the City Attorney what action would take place. The Charter Commission approved John Shockley as the Legal Advisor, if a conflict of interest is at stake, the Charter Commission would retain a different attorney at any time.

### **Board & Commission Term Limits**

The City Charter only defines appointments for the Charter Commission and Moorhead Public Service.

### **City Council Voting Requirements**

June 7, 2014 Charter Commission Meeting: The City Attorney was directed to research the pros and cons of the following voting requirements: Contracts, Acquiring Property, Selling Property, Dividing Property, Utilizing Eminent Domain, Tax Levies, Bond Issues.

July 17, 2014 Charter Commission Meeting: Discussion continued on the voting requirements and the City Attorney was directed to draft a proposed charter amendment to change the voting requirements to majority voting for contracts; acquiring property, selling property, disposing of property, utilizing eminent domain; tax levies; and bond issues; and add the Mayor as a voting.

September 3, 2014 Charter Commission Meeting: Discussion continued on the voting requirements.

October 22, 2014 Charter Commission Meeting: John Shockley, City Attorney, provided a brief history on the City of Moorhead's voting requirements. The Charter Commission directed John Shockley to draft a memo on how contracts work as a whole.



## Memorandum

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December 10, 2014 Charter Commission Meeting: Discussion continued on the voting requirements by taking each item one by one discussing the process and possible scenarios. The Charter Commission voted to keep the current Charter as written. Motion read as follows:

Motion to keep the current Charter as written made by Fagerlie seconded by Steen: motion approved: 9 – Yes; 3 – No (Danielson, Gilmore, Tangen); 1 – Absent (Gracyk)

### **Minutes Policy**

The Charter Commission briefly discussed the minutes policy at the September 3, 2014 meeting.

### **Spokes Person**

September 3, 2014 Charter Commission Meeting: A motion to change the bylaws to state that the Chair or his/her designee be the only spokesperson to the media was approved.

Respectfully submitted:

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\_\_\_\_\_, *Charter Commission Chair*

Date \_\_\_\_\_

