



CHARTER COMMISSION MEETING AGENDA
March 16, 2016 - 8:00 AM
Hjemkomst Center - Elm Board Room

Call to Order

Roll Call

Approval of Minutes

1. December 9, 2015 Minutes

Reports of the Chair, Officers, Commissions and Committees

Public Comment

Unfinished Business

New Business

2. Approval of Moorhead City Charter Commission 2015 Annual Report
3. Election of Officers: Chair, Vice Chair, Secretary

Adjourn



**City of Moorhead
Charter Commission
Meeting Minutes
December 9, 2015 at 8:00 AM
Hjemkomst Center - Elm Board Room**

Call to Order

Roll Call

Roll call of the members was made as follows:

Board Member:	Eldon Wollman	Present
Board Member:	Russ Hanson	Absent
Board Member:	Julian Dahlquist	Present
Board Member:	Ken Tangen	Present
Board Member:	Angelique Gehring	Absent
Board Member:	Darvin Landa	Present
Board Member:	James Steen	Present
Board Member:	Athena Gracyk	Present
Board Member:	Ronald Hagemann	Present
Board Member:	Tom Krabbenhoft	Absent
Board Member:	Doug Fagerlie	Present
Board Member:	Bradley Vesta	Present
Board Member:	Michael Friesen	Present

Guests present:

Del Rae Williams	Mayor
John Boulger	Moorhead Public Service Commission Attorney
David Anderson	Moorhead Public Service Commission

Approval of Minutes

September 16, 2015 Charter Commission Meeting

Motion to approve minutes of September 16, 2015 by Landa seconded by Hagemann; motion approved by unanimous vote.

Reports of the Chair, Officers, Commissions and Committees

No reports were made.

Public Comment

No public comment.

Unfinished Business

Charter Commission Bylaws

John Shockley, City Attorney, started the discussion by providing a brief history of the term limits and the interpretation he received from former Mayor Morrie Lanning.

James Steen asked why the Charter Commission is asking for opinions. The Charter Commission continued to discuss the current resolution.

John Shockley, City Attorney, stated that the City Charter isn't as restrictive as the resolution that was passed in 1987.

After further discussion, the term limits will no longer be discussed at future meetings.

Michelle French, City Clerk, stated that the Board/Commission Standard Operating Procedure will be discussed at the City Council Workshop.

James Steen and Davin Landa would like to see more intense minutes. Michael Friesen suggested that the Charter Commission needs to follow the Robert's Rules of Order more closely. He suggested that an abbreviated version be sent to all members.

New Business

Set 2016 City Charter Commission Meetings

Motion to set the 2016 Charter Commission meeting dates to March 16, 2016; June 10, 2016; September 14, 2016; and December 14, 2016 made by Steen seconded by Tangen; motion approved by unanimous vote.

Discussion occurred regarding location of the Charter Commission meetings.

Motion to move all Charter Commission Meetings to City Hall Boardroom by Vesta seconded by Steen; motion approved by unanimous vote.

Michelle French, City Clerk, asked if there was any agenda items for the March 16, 2016 Charter Commission Meeting. Charter Commission members stated that there were no agenda items at this time but they would still like to meet in March.

Adjourn

Meeting adjourned at 8:53 am

*Audio for this meeting was unavailable due to a software malfunction.

*Respectfully submitted by:
Michelle French, City Clerk*



Memorandum



MOORHEAD CHARTER COMMISSION 2015 Annual Report

The Moorhead City Charter Commission met four times in 2015 – March 11, June 10, September 16, and December 9. 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

Charter Commission Bylaws

June 10, 2015: John Shockley, City Attorney, provided a brief history of the term limits. A motion to consider a change in the Charter Commission Bylaws on September 16, 2015 by Hagemann seconded by Vesta; motion approved by unanimous vote. The Charter Commission members suggested the City Attorney look at an amendment to the City Charter Section 5:02.

September 16, 2015: Charter Commission members directed City Staff to meet with Mayor Williams to discuss the following:

*Do you want the term to continue until reappointed or a new member is appointed or when your term is done then you are done serving?

*Can you serve again after you serve two consecutive terms with a break?

*If you are serving a ward position, can you serve an at-large position after your terms expire?

December 9, 2015: James Steen asked why the Charter Commission is asking for opinions on interpretation of previous council resolutions. After further discussion, the term limits will no longer be discussed.

Minutes Policy

The Charter Commission briefly discussed the current minute format. James Steen and Darvin Landa would like to see more intense minutes. Michael Friesen suggested that the Charter Commission should follow the Robert's Rules of Order more closely.



Memorandum

2016 Charter Commission Meetings

The Charter Commission scheduled meetings on March 16, 2016; June 10, 2016; September 14, 2016; and December 14, 2016. All Charter Commission Meetings will be moved to the City Hall Boardroom.

Respectfully submitted:

_____, *Charter Commission Chair*

Date _____

