

Willmar Charter Commission
Minutes of Meeting
City Office Building
Willmar, Minnesota

August 13, 2012

The Willmar Charter Commission was called to order by Chair Shawn Mueske. Members present were, Audrey Nelsen, Ron Andreen, Shawn Mueske, Laura Becker, Joe Thompson, John Sullivan, and Richard Hogle. Robert Bonawitz and Richard Falk were excused. Present 7 Absent 2. Also in attendance were City Attorney Robert Scott and City Clerk-Treasurer Kevin Halliday.

Commissioner Andreen moved to approve the minutes of June 21, 2012. Commissioner Hogle seconded the motion which carried.

Item 1 Chairman Mueske presented copies of Bob Bonawitz's letter of resignation from the Commission. Following discussion, Commissioner Hogle moved to accept the resignation and directed the chairman to send a letter thanking him for his service. Commissioner Thompson seconded the motion which carried.

Commissioner Nelsen arrived at 1:38 p.m.

Item 2 Chairman Mueske reviewed the course of action options noting the double publishing requirement for a list of changes going to the electorate. City Attorney Robert Scott provided his estimated ballot questions for major amendments at a dozen which the Commission noted as requiring a second ballot. The County Auditor previously informed the Commission that all second ballot printing and programming costs would be charged to the City estimated at \$10,000. Commissioner Nelsen questioned opportunities with the upcoming special election but City Clerk Halliday explained it was in Council Member Reese's Ward 4 only. Chairman Mueske summarized the options as option 1) Submit amendments to the voters; option 2) Send the amended Ordinance to the City Council hoping Section 2.08 (Administrator and Attorney job tasks) would be allowed to pass by objecting Council Members; option 3) Recognize Section 2.08 is objectionable and remit an Ordinance to Council without amending Section 2.08; option 4) Modify Section 2.08 and remit modified Ordinance to the Council.

The Commission continued discussing the benefits of having the duties of the administrator and attorney lay out and recorded somewhere for both the employee and the citizens to know the requirements of the job. Consideration was advanced to submit Section 2.08 to the City Council requesting they amend the Charter to follow employment contracts. Commissioner Nelsen stated an unwillingness to withdraw Section 2.08 Subd. 1 or 2 without a working Ordinance detailing tasks of a City Attorney. Commissioner Thompson moved to present the Council with an amending Ordinance whereby Section 2.08 be further amended to exclude the list of duties. Commissioner Sullivan seconded the motion. Following discussion the motion failed.

Commissioner Becker offered a motion to present the Council with an amending Ordinance with no further changes to Section 2.08. Commissioner Andreen seconded the motion which carried unanimously.

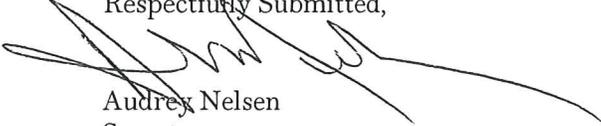
The Commission discussed the City Administrator Ordinance noting it has not been amended or possibly reviewed since 1990. Commissioner Becker moved to recommend to the City Council that they review the Ordinance of the City Administrator (Ord. 989) to assure it is current with today's responsibilities and to create an Ordinance addressing the tasks performed of the City Attorney. Commissioner Hogle seconded the motion. Commissioner Sullivan offered an amendment that

Chairman Mueske remit a letter detailing the Commission's position on this matter to the Mayor and Council. Commissioner Andreen seconded the amendment which carried. The motion as amended then carried.

The Commission set the next meeting at 1:30 p.m. on October 8, 2012.

Meeting was adjourned at 2:55 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'Audrey Nelsen', written over the typed name.

Audrey Nelsen
Secretary

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