

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

August 12, 2013

The Willmar Charter Commission was called to order by Chair Shawn Mueske. Members present were Shawn Mueske, Joe Thompson, Richard Hoglund, Ron Andreen, Laura Becker and Richard Falk. Pat Curry was absent. Present 6 Absent 1. Also in attendance was City Clerk-Treasurer Kevin Halliday.

Commissioner Hoglund moved to approve the minutes of April 8, 2013. Commissioner Andreen seconded the motion which carried.

Item 1 The Commission discussed the name of Richard Larson as a nominee to serve on the Charter Commission. Following discussion Richard Larson was nominated by Commissioner Hoglund. Commissioner Falk seconded the motion which carried.

Item 2 The Commission discussed the name of Dan Reigsted as a nominee to serve on the Charter Commission. Following discussion Dan Reigsted was nominated by Commissioner Falk. Commissioner Andreen seconded the motion which carried. The Commission will advance Dan Reigsted and Richard Larson names' for the District Court Judges' consideration.

Item 3 The Commission discussed the "Conflict of Interest" concerns from the last meeting. It was noted that statutes due address conflict of interest for Charter members and it would be voluntary if a member chooses to sign the City of Willmar Conflict of Interest policy.

Item 4 The Commission discussed the City Council's adopted Rules of the Standard Code of Parliamentary Procedure. It was noted the Charter Commission bylaws call for the use of Robert's Rules of Order. Following discussion Commissioner Thompson moved to amend the by-laws to adhere to the Standard Code of Parliamentary Procedure. Commissioner Hoglund seconded the motion which carried. It was suggested the Commission review the new Parliamentary Procedures at the next meeting.

Item 5 The Commission asked for a clean copy of the amended Charter and By-laws for the next meeting.

Item 6 The Commission discussed penalties for violating the Charter, noting that Section 9.03 specifically detailed the penalty for violating that section only and no other sections of the Charter.

The Commission questioned the progress on the Ordinance detailing the job tasks of the City Attorney as adopted in the Charter amending Ordinance of March 4, 2013. Mr. Halliday informed the Commission that no ordinance has yet been adopted. Commissioner Thompson discussed a Writ of Mandamus issued by District Court compelling elected officials to conduct their assigned task (has no criminal penalties). By consensus the Commission concurred that an enforcement process is a large item that needs careful thought noting the City Council would be unlikely to adopt a penalty subsection. Staff was directed to put the matter of forced compliance on the next agenda.

The Commission inquired as to the matter of a City Park Board reviewing the city parks separate from the Community Education and Recreation Board. Mr. Halliday informed them that process is slowly forming and they may have had one meeting to date. The Commission directed staff to forward the Park Board minutes to each member if they exist.

Chairman Mueske was directed to discuss this matter and the City Attorney Ordinance with the City Administrator to understand the progress.

The Commission set the next meeting subject to call.

Meeting was adjourned at 2:09 p.m.

Respectfully Submitted,



Ron Andreen
Secretary

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