

MINUTES – DRAFT COPY
OWATONNA CHARTER COMMISSION MEETING

The 2018 Annual Meeting of the Owatonna Charter Commission was held Thursday, April 18, 2019 in the Second Floor Conference Room of the City Administration Building. Chairman Janice Lewison called the meeting to order at 4:00 p.m. Charter Commissioners present: Janice Lewison; Ken Henricksen; Doug Kolbe; Vern Wilker; Roland Truelson; Nick Lewis; John Havelka; Sharon Klein and Brad Bloomenrader. Also present were City Attorney Mark Walbran, City Administrator Kris Busse and Administrative Specialist Jeanette Clawson. Commissioner Ray Brueggemeier was absent.

Following the Pledge of Allegiance, Commissioner Kolbe made a motion to approve the Agenda as presented, Commissioner Lewis seconded the motion; all members present voted aye in approval.

Minutes of the April 19, 2018 meeting were distributed and reviewed. Commissioner Wilker made a motion to approve the minutes as prepared, Commissioner Havelka seconded the motion; all members present voted aye for approval.

Chairman Lewison asked for nominations to serve as Commission Chairman. Commissioner Lewison made a motion to appoint current Vice-Chairman Wilker as the new Chairman, Commissioner Klein seconded this motion. City Administrator Busse verified Commissioner Wilker accepted this nomination; all members present voted aye in approval.

Chairman Lewison requested nominations for Vice-Chairman. Commissioner Henricksen nominated Commissioner Lewison; Commissioner Truelson seconded the motion. City Administrator Busse verified Commissioner Lewison accepted this nomination; all members present voted aye in approval.

During Items of Concern, City Administrator asked if the City should consider changing the method of payment for Elected Officials. Currently, Elected Official's receive a monthly salary and are reimbursed for expenses; should this method be changed to per diem for meetings attended. Commissioner Kolbe stated he favors the current payment method as it is a cleaner process. Commissioner Havelka also commented he prefers the current method and reminded everyone the Charter Commission recommended Council amend the City's Ordinance regarding Elected Official's Salaries during 2015. During July 2016, Council approved City Ordinance 1560 adding a required review of Elected Official's Salaries every four years; however, salary adjustments are not guaranteed. Commissioners present agreed they prefer the current payment method, a monthly salary and expense reimbursement.

City Attorney Mark Walbran commented it is important people are aware of what the laws are, and the Charter lets people know what City's laws are. The Charter provides a broad view and there has not been an overabundance of amendments which simulates the number of amendments of the US Constitution. The City's Code of Ordinances and the Minnesota State Statues frequently change to address specific issues. There have been only 27 amendments to the US Constitution; but several new interpretations and redefinitions have been allowed.

With no additional business, Commissioner Kolbe made a motion to adjourn, Commissioner Truelson seconded the motion; all members present voted aye and the meeting was adjourned at 4:17 p.m.

The next meeting planned is the 2020 Annual Meeting. This meeting will be on April 16th, the third Thursday in the month of April.

Respectfully submitted,
Jeanette Clawson, Administrative Specialist