

MINUTES – DRAFT COPY
OWATONNA CHARTER COMMISSION MEETING

The 2021 Annual Meeting of the Owatonna Charter Commission was held Thursday, April 16, 2021 in Council Chambers at City Hall. Chairman Vern Wilker called the meeting to order at 4:00 p.m. with members Sharon Klein; Brad Bloomenrader; Roland Truelson; John Havelka; Don Overlie and Brad Bloomenrader present. Also present were City Attorney Mark Walbran, City Administrator Kris Busse and Administrative Specialist Jeanette Clawson. Commission Members Ken Henrickson, Janice Lewison, Nick Lewis and Brian Whited were unable to attend.

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

Commissioner Overlie made a motion to approve Minutes of the July 16, 2020 Meeting as prepared. Commissioner Havelka seconded the motion; all members present voted aye for approval.

Chairman Wilker asked for nominations to serve as the Commission Chairman. Commissioner Klein made a motion to reappoint Vern Wilker as the Chairperson, Commissioner Bloomenrader seconded the motion. With no other nominations heard, Commissioner Wilker accepted the nomination, and all members present voted aye in approval.

Chairman Wilker requested nominations for Vice-Chairman. Commissioner Truelson nominated Commissioner Klein and Commissioner Havelka seconded the motion. No additional nomination was made, Commissioner Klein accepted the nomination, and all members present voted aye for approval.

During Items of Concern, Commissioner Bloomenrader asked if Council acted on the Charter Commission's 2020 recommendation to review elected official's salaries. City Administrator Busse advised this is an item for the May 4th Council Study Session, Council requested this be discussed during a non-election year, adjustments would become effective January 2023 following the 2022 Election. City Administrator Busse explained this year an application process was used for openings on the City's various boards and commissions. Members discussed if the Charter was consistent for board terms and reappointment options; City Attorney Walbran advised the number of terms a board/commission member is eligible to serve is provided in the City's Charter and State Statue does not limit the number of terms a Charter Commission Member may serve. Commissioner Klein asked if the boundaries of the City's Wards would change following the 2020 Census; City Administrator Busse confirmed redistricting occurs after each census, redistricting after the 2010 Census became effective with the 2012 Primary Election. The US Census Bureau advised they have incurred delays in preparing the 2020 Census Report because of COVID-19 so unsure of the redistricting timeline.

City Attorney Walbran commented the City's Charter Commission serves an important role for the City and thanked the commissioners for their service. He distributed copies of Chapter 4; the Home Rule Charter City from the Handbook for Minnesota Cities prepared by the League of Minnesota Cities. Currently, no amendments are pending, Owatonna's City Charter is brief which helps keep the community system working well between city government, schools, businesses, and community members.

With no additional business, Commissioner Havelka made a motion to adjourn, Commissioner Bloomenrader seconded the motion; all members present voted aye, and the meeting was adjourned at 4:20 p.m.

The 2022 Annual Charter Commission Meeting will be April 21st, the third Thursday of April.

Respectfully submitted,
Jeanette Clawson, Administrative Specialist