



CHARTER COMMISSION

Public Safety Building—Training Room, 825 41st Ave NE

Thursday, October 20, 2022

7:00 PM

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC

Members of the public who wish to attend may do so in-person, by calling **1-312-626-6799** and **entering meeting ID 884 5777 1682** or by Zoom

at <https://us02web.zoom.us/j/88457771682>. For questions please call the Administration Department at 763-706-3610.

CALL TO ORDER

ROLL CALL/STATUS OF MEMBERSHIP

- 1. Appointment of Veronica Johnson to Fill Position Left Vacant by Commissioner Schluender.**

APPROVAL OF AGENDA

APPROVAL OF MINUTES

- 2. Approval of 7/21/2022 Meeting Minutes.**

CORRESPONDENCE

OLD BUSINESS

- 3. City Council Vacancies (Chapter 2 Section 9).**

NEW BUSINESS

ADJOURNMENT

Auxiliary aids or other accommodations for individuals with disabilities are available upon request when the request is made at least 72 hours in advance. Please contact Administration at 763-706-3610 to make arrangements.

STATE OF MINNESOTA
COUNTY OF ANOKA

DISTRICT COURT
TENTH JUDICIAL DISTRICT

**ORDER APPOINTING MEMBER TO THE
CITY OF COLUMBIA HEIGHTS CHARTER COMMISSION**

NOW, THEREFORE, IT IS HEREBY ORDERED:

That Veronica Johnson is hereby appointed to the City of Columbia Heights Charter Commission for a term to expire on May 21, 2026.

Dated: September 14, 2022

BY THE COURT:



Digitally signed by Hiljus,
Stoney (Judge)
Date: 2022.09.14 09:48:30
-05'00'

Stoney Hiljus, Chief Judge
Tenth Judicial District



CHARTER COMMISSION
Public Safety Building—Training Room, 825 41st Ave NE
Thursday, July 21, 2022
7:00 PM

MINUTES

CALL TO ORDER

Charter Commission President Steve Smith called the July 21, 2022, meeting to order at 7:00 pm.

Members present: Ramona Anderson, Kathy Ahlers, Larry Betzold, Tyler Eubank, Ben Harris, Cliff Johnson, Carolyn Laine, Frost Simula, Gregory Sloat, Steve Smith, Susan Wiseman, Nick Zeimet.

Members absent: Matt Abel and Bill Hugo

ROLL CALL/STATUS OF MEMBERSHIP

1. Current Opening on Charter Commission as Commissioner Schluender Did Not Reapply, Application Sought Through 7/31/22.

Clerk Ion noted that Commissioner Schluender did not reapply for his seat, and his position has been posted with applications being accepted through the end of July.

Commissioner Simula requested follow-up information on the process of accepting applications. He asked the following questions:

1. How does the public know how many Charter Commission seats are currently open? Clerk Ion stated there was one seat open and it was noted on the web site, and applications have been requested on the web site, social media, and at the Arts and Info fair.
2. How does the public know how many applications for open seats have been received? Clerk Ion clarified that this information is not shared with the public.
3. When an application is submitted to the city, what is the process for sending it to a judge for review and appointment? Clerk Ion stated that the next business days following the close of the application period the applications received are sent to the Judge and the City Attorney and Charter President are CC'd.
4. When an application for a Charter Commissioner is submitted to the city, how long is that application valid? Clerk Ion stated that they are valid for the opening, and not indefinitely.
5. When an application has been submitted to the city, how long does it take to reach the judge? Clerk Ion stated they are sent the following business days after the application period closes.
6. What receipt does an applicant get to ensure that their application has in fact reached the judge? The applicant receives confirmation from the clerk that their application is received.
5. When should an applicant expect to hear from a judge if an appointment is made? Clerk Ion stated that the appointment process is usually timely. Commissioner Laine stated that the time period is prescribed in State Statute.

6. What notices does an applicant receive if their application is rejected? Clerk Ion stated that the Judge or Clerk of Court follows up with the applicant if they are appointed or rejected.
7. How many times can an applicant apply for ongoing Charter Commission openings? Clerk Ion stated that an applicant can apply as many times as they would like.
8. How can an applicant withdraw an application? Clerk Ion stated that an applicant can reach out to the Clerk to withdraw.
9. What diversity, equity, and inclusion policies are exercised when the city accepts applications? Clerk Ion stated that this is not a process that the City controls.

Commissioner Anderson questioned why Commissioner Simula was inquiring about all these items.

Commissioner Simula stated that he had previous applicants reach out to him and stated that no one had followed up with him to let them know that they were not appointed to the commission. He wanted additional follow up information about the process.

Commissioner Laine stated that maybe at a later meeting they could discuss some follow up items for how the information is posted by the City.

APPROVAL OF AGENDA

Commissioner Laine stated that she would like to amend the meeting minutes prior to approval of the agenda and approval of the meeting minutes.

Clerk Ion stated that she had printed out Commissioner Laine's email related to this concern and a full copy of the agenda packet for everyone's review.

APPROVAL OF MINUTES

2. Approval of April 21, 2022 Meeting Minutes.

Commissioner Laine stated that she called for a first hearing at the last meeting, and she wanted to clarify the meeting minutes before proceeding. She made a motion to amend the meeting minutes at Page 6, Paragraph 6.

Clerk Ion clarified that Commissioner Laine was making a motion to change Commissioner Wiseman's question that she called. Clerk Ion stated that Commissioner Wiseman called the question for the first reading at the next meeting.

Commissioner Laine clarified that she was making a motion to approve the amended minutes, and Commissioner Wiseman seconded the motion. The motion was called for a roll call vote.

The motion passed 10 to 2: Commissioner Ahler, Betzold, Eubank, Harris, Johnson, Laine, Simula, Smith, Wiseman and Zeimet voted aye. Anderson and Sloat voted nay. Abel and Hugo absent.

OLD BUSINESS

3. City Council Vacancies (Chapter 2 Section 9).

Commissioner Laine stated that she wanted to reintroduce the amendment to the body for its second reading. She stated that this motion is to simply shorten the time frame for appointment. She reviewed the process laid out in the amendment and highlighted that the mayor will have the ability to break the tie. She feels that we would be negligent if the commission did not provide for the mayor to break the tie. Many statutory cities provide for the mayor to break a deadlock. She stated that we need to write laws that work.

Commissioner Johnson inquired about the 15-day period, and if this was in sync with the Council schedule.

Council Liaison Jacobs was asked to give input on a timeline, related to when council meetings fall and when a work session could be held. It was indicated that special meetings could be held to accommodate the timeline.

Commissioner Simula called a point of order stating that the Council Liaison should not be involved in the discussion.

Commissioner Laine stated that information was requested from Councilmember Jacobs.

Commissioner Smith stated that he was concerned that the commission may be trying to detail the issue to death and there is enough detail and information to move forward.

Commissioner Johnson stated that he is concerned about giving the mayor the tie breaking opportunity and that we should give the council as much time as needed to make the appointment before that occurs.

Commissioner Wiseman made a point of order that a motion is needed to continue discussion related to the concern Commissioner Johnson raised.

Commissioner Smith asked for a motion to be made. He asked that either a motion is made to further discuss Commissioner Johnson's concern or there is a motion made to proceed with Commissioner Laine's amendment.

Commissioner Simula made a motion to approve the amendment as written by Commissioner Laine, seconded by Wiseman. Motion carried, all ayes with Abel and Hugo absent.

NEW BUSINESS

Clerk Ion stated that there was no new business at this time.

ADJOURNMENT

Charter Commission President Smith adjourned the meeting at 7:41pm.

Respectfully Submitted

Sara Ion, City Clerk/Recording Secretary