

NOTE: The minutes are DRAFT minutes until approved at the next meeting.

MINUTES

Charter Revision
Commission Meeting

Thursday, September 20, 2012
3:30 PM at Carnegie Town Hall
235 West Tenth Street

Members Present: Pauline Poletes, Robert Thimjon, Dennis Aanenson, Dick Gregerson and De Knudson

Members Absent: None

Staff Present: David Pfeifle, City Attorney; Lorie Hogstad, City Clerk; David Bixler, Budget Analyst; Jim David, Legislative/Operations Manager; and Tamara Jorgensen, CMC, Assistant City Clerk

1. Call To Order

Commission Chair Pauline Poletes called the meeting to order at 3:30 p.m.

2. Approval Of Minutes

A. Dated Friday, February 17, 2012

A motion was made by Dick Gregerson and seconded by Robert Thimjon to approve the minutes. Commission Chair Poletes called for a voice vote and all members present voted yes. Motion passed.

3. New Business

A. Discussion of the mission of the Charter Revision Commission and determination of how to proceed; possible Working Sessions to review the entire Charter

Discussion was held regarding holding Working Sessions to review the Charter for the City of Sioux Falls. This would give the Charter Revision Commission the opportunity to review and discuss each article/section of the Charter before proposed changes are received. Thimjon recommended scheduling three Working Sessions to review three sections of the Charter at each one.

Knudson reminded the public that the Commission is available for input and feedback regarding the Charter. She encouraged citizens to come forward with suggestions and to become familiar with the City Charter.

Thimjon stated that the Commission has until January of 2014 before they have to submit a plan for approval. He recommended setting up a date in October, November, 2012, and in January, 2013 for Working Sessions to review the Charter. Knudson asked if public input would be available during the Working

Sessions or if the sessions were just for the Commission.

Gregerson asked if the Working Sessions were under the classification of open meetings. Pfeifle responded that these meetings are open to the public and subject to notification. Thimjon stated that public input could be taken at the Working Sessions and that the meetings held in the future would include opportunities for public input and suggestions. He stated that the sessions would better prepare the Commission for proposals once they start coming in for review.

Knudson stated that, since the Working Sessions are open sessions, she would like to see them recorded. She said that an advantage to recording the meetings would enable the public to follow the meetings. She noted that the meetings are held at a time when people are working and may not be able to attend.

Discussion was held regarding room scheduling. Gregerson stated it may be more effective to hold the Working Sessions in a room where the Commission members could sit around a table and hold discussions.

Thimjon stated that the Charter Revision Commission meetings scheduled after the Working Sessions will be web streamed and will allow the public to view. He stated that the proposals submitted last year came from others versus from the Commission members. He thought this would be an opportunity for the Commission members to determine if there were any changes that they would like to make to the Charter.

A motion was made by Thimjon and seconded by Knudson to hold Working Sessions in October, November, 2012, and in January, 2013, to review the Charter.

Thimjon requested that additional discussions regarding action on the Working Session schedules occur under Section C.

Commission Chair Poletes called for a voice vote and all members present voted yes. Motion passed.

B. Possible revision to the beginning date of council and mayoral terms in Section 2.02 and Section 3.02

Lorie Hogstad, City Clerk, provided background information on the City Council meetings moving from Monday to Tuesday nights. She recommended the following proposed changes to the City Charter:

In Article II. City Council. Section 2.02 (c). Composition eligibility, election, and terms: changing the terminology "...beginning on the third Monday of May...to "beginning on the third Tuesday of May... and

In Section 3.02. Election and qualifications of mayor. Changing the terminology "...begin on the third Monday of May.." to "...begin on the third Tuesday of May....".

Hogstad reminded the Commission that any proposed and approved changes to the Charter would be on the ballot at the next municipal election in April of 2014.

Knudson made a recommendation that this proposed change be voted on at today's meeting. Thimjon suggested the proposed language be submitted to the Commission and written in such a way that if future Council Meeting dates are changed from Tuesdays to another day of the week that there would be automatic approval without a need for future action from the Charter Revision Commission. Pfeifle stated that he could bring proposed language to the Working Session for the Commission's review.

C. Discussion of future meeting dates

A motion was made by Knudson and seconded by Thimjon to hold future Working Sessions in October and November on the second Thursday starting at 3:30 p.m. Discussion was held regarding the amount of time needed. Gregerson asked if notice would have to be given for the Working Sessions. Pfeifle said there would be public notices released and agendas posted for the Working Sessions. It would be handled in the same manner as the City Council Working Sessions and would be in compliance with the open meeting laws.

Discussion was held about holding a Charter Revision Commission meeting and then holding a Working Session immediately afterwards. Discussion was held regarding the length of time needed for the Working Sessions. Thimjon suggested that the Working Sessions are scheduled for an hour and could go an hour and a half as needed. He stated that members should review the Charter sections that are going to be discussed before they come to the meeting. Aanenson suggested that the members plan for an hour and a half and if they are done earlier than that, this is a "bonus".

Thimjon stated that an hour and a half be used for scheduling Working Sessions for October, November and January. Charter Revision Commission meetings that will be held in the Chambers would begin in February. Pfeifle reiterated the initial conversations were to hold Working Sessions first and Charter Revision Commission meetings later in the year. Thimjon and Poletes stated that input would be accepted at the Working Sessions and also via requests received from the internet or received by any of the Commission members.

Poletes requested a vote on the proposed Working Session dates. Aanenson stated that January, 2014, would be included in the Working Session dates. Tamara Jorgensen, Assistant City Clerk, stated the following dates and times for clarification purposes:
Working Sessions will be scheduled in the Multipurpose Room at the Carnegie Town Hall, 235 W. 10th Street for: Thursday, October 11, 2012, at 3:30 p.m. to review Charter Articles I, II and III; Thursday, November 8, 2012, at 3:30 p.m. to review Charter Articles IV, V, and VI; and Thursday, January 10, 2013, to review Charter Articles VII, VIII, and IX.

Hogstad stated the City Clerk's office would assist in preparing for the upcoming meetings and getting the information to the City Council Members so they would have time to review the information. She said the information would be distributed ahead of time so all members would have a chance to review. Pfeifle stated that, in addition, press releases would be done to further communicate the Charter Revision Commissions future agendas and schedules. Knudson asked if Hogstad could promote the Charter Revision Commission meetings at future Informational Meetings so that the public and the Council would be aware of the subjects and future timelines.

Poletes called for a voice vote on the three Working Session dates and times and all members present voted yes. Motion passed.

4. Adjournment

A motion was made by Dick Gregerson and seconded by Robert Thimjon to adjourn the meeting at 3:57 p.m. Poletes called for a voice vote and all members present voted yes. Motion Passed.

Tamara Jorgensen, CMC
Assistant City Clerk