

CITY OF COLUMBIA HEIGHTS

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Visit our website at: www.ci.columbia-heights.mn.us

Mayor
Gary L. Peterson
Councilmembers
Robert A. Williams
Bruce Nawrocki
Tammera Diehm
Donna Schmitt
City Manager
Walter R. Fehst

NOTICE OF OFFICIAL MEETING

Notice is hereby given that an official meeting is to be held in the City of Columbia Heights as follows:

MEETING OF THE CHARTER COMMISSION
****THURSDAY, OCTOBER 17, 2013****
7:00 P.M.

CITY HALL
CONFERENCE ROOM 1
COLUMBIA HEIGHTS
AGENDA

1. Call to Order
2. Roll Call
3. Approval of Tonight's Agenda
4. Approval of Charter Commission Minutes of July 18, 2013
5. Status of Membership
6. Correspondence
 - A. Correspondence since last meeting
7. Old Business
8. New Business
9. Adjournment

The City of Columbia Heights does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its services, programs, or activities. Upon request, accommodations will be provided to allow individuals with disabilities to participate in all City of Columbia Heights' services, programs, and activities. Auxiliary aids for handicapped persons are available upon request when the request is made at least 96 hours in advance. Please call the Recording Secretary at 763-706-3606, to make arrangements. (TDD/763-706-3692 for deaf or hearing impaired only)

**MEMBERS: IF YOU CANNOT ATTEND THIS MEETING,
PLEASE CALL CAROLE AT (763) 706-3606**

**COLUMBIA HEIGHTS CHARTER COMMISSION
JULY 18, 2013
CONFERENCE ROOM 1, CITY HALL
MINUTES**

Call to Order

The meeting was called to order by President Smith at 7:08 p.m.

Roll Call

Members present: Ramona Anderson, Jeff Diehm, Roger Johnson, Carolyn Laine, Mike Patiuk, Gregory Sloat, Steve Smith, Charles Tyler, Tim Utz

Members absent and excused: Matt Abel, Lee Bak, Rob Fiorendino, James Guy, Wes Wiggins

Members absent and unexcused: None

See status of membership below.

Jim Hoeft, City Attorney, and Carole Blowers, Recording Secretary for the commission, were also present. Council Liaison, Tami Diehm, was excused from tonight's meeting.

Introduction of New Member

Ramona Anderson, new member of the Charter Commission, introduced herself and told members a brief history of her connection to our city, etc.

Approval of Tonight's Agenda

Motion by Commissioner Tyler, seconded by Commissioner Diehm to approve tonight's agenda. Motion passed unanimously.

Approval of Charter Commission Minutes of April 18, 2013

Motion by Commissioner Diehm, seconded by Commissioner Utz to approve the minutes of the April 18, 2013, Charter Commission meeting as presented. Motion passed unanimously.

Status of Membership

The Commission currently has one opening. Two applications have been sent to the Chief Judge for his consideration in the past few weeks. New membership lists were passed out to members at the meeting. Commissioner Diehm asked that a list be e-mailed to him as well.

Correspondence

The Recording Secretary reported on the correspondence since our last meeting in January.

- Typed minutes of the April 18, 2013, meeting
- Received orders from Chief Judge appointing Ramona Anderson and Weston Wiggins and advised President Smith of the same
- Prepared welcome letters and packets and oaths for Weston Wiggins and Ramona Anderson
- Contacted Weston Wiggins and Ramona Anderson about coming in to take their oaths; when completed sent them on to Anoka County
- Sent Chief Judge applications for membership from Clifford Shedlov and Catherine Vesley
- Prepared tonight's agenda and sent out with April minutes to all commission members, City Attorney, City Manager, and Tami Diehm
- Put tonight's agenda on the city's website and on local cable TV station, and posted it at City Hall
- Prepared new member list and made copies

- Forwarded e-mail received from Commissioner Utz to President Smith and City Attorney Hoeft regarding a library referendum
- Received e-mails from Commissioners Able, Bak, Fiorendino, Guy, and Wiggins regarding their absence at tonight's meeting
- Prepared correspondence log since April meeting

New Business

Library Referendum Question

Commissioner Utz had asked that this item be on tonight's agenda. City Attorney Jim Hoeft advised that the City Charter puts forth the procedure and process for Referendum and Initiative (Chapter 5, Sections 44-46 and Chapter 7, Section 72), but the Charter Commission would not be discussing or asking that this issue be placed on a referendum. That is not the Charter Commission's charge. Individuals who serve on this commission can be part of the prescribed procedure/process as set forth in the City Charter, but cannot identify themselves in this procedure/process as a Charter Commission member. The City Attorney advised that people should be careful about using titles of any group they belong to when involved in such a procedure/process.

The City Attorney mentioned that the last time this procedure/process was used was when Bobby & Steve's development on 37th and Central was in process several years ago.

Commissioner Utz stated that he asked that this item be placed on tonight's agenda for discussion and further clarification on the Referendum and Initiative procedure/process. The City Attorney stated that if any commissioner has questions on the charter, they should e-mail him. He clarified what e-mail address would be his preferred e-mail address.

Adjournment

Motion by Commissioner Laine, seconded by Commissioner Tyler to adjourn at 7:22 pm.

The next meeting is October 17, 2013, at 7 p.m. at City Hall, Conference Room 1.

Respectfully submitted,

Carole J. Blowers
Recording Secretary for the Charter Commission