

**CITY OF FAIRMONT**  
**CHARTER COMMISSION**

**Meeting Date: October 19<sup>th</sup> 2021**

**Time: 6:00 p.m.**

**Location: SMEC, rm. 112**

**Agenda**

1. Determination of Quorum

\_\_\_ Barry Altman

\_\_\_ Conrad Anderson

\_\_\_ Terry Anderson

\_\_\_ Robynn Buhmann

\_\_\_ Jon Davis

\_\_\_ Tom Izen

\_\_\_ Michael Katzenmeyer

\_\_\_ Alice Maday

\_\_\_ Dale Martens

\_\_\_ Jay Maynard

\_\_\_ Chuck Omgig

\_\_\_ Kenneth Reiman

\_\_\_ Spencer Seibert

2. Approval of Agenda

3. Approval of Previous Meeting Minutes

4. Old Business:

a. Sec. 2.01

b. Sec.2.11

c. Sec. 2.12

d. City Administrator role in Charter Commission.

5. New Business

a. The Charter Commission is unjustly attacking the mayor and the City Administrator

b. The Charter Commission spawned the rumor that the City Administrator is set to leave in two years.

c. The seven resignations from the Charter Commission.

d. Sec 2.08

e. What are wards?

Wards are portions of a city that are represented by specific elected official(s) on the city council. These council members are elected by the voters who live within that ward. Of the 853 cities in Minnesota, approximately 70 use wards for electing council members, including 8 of the 10 largest cities in the state. In other cities, voters in the entire city vote for all councilmembers, which is known as "at-large." Cities with wards are always organized as charter cities.

Cities with wards must redistrict their wards after the federal census, and must make the wards' populations as equal as practicable. This process has an impact on a city's precincts and thus is often done in conjunction with precinct reestablishment. See the Precincts section for details about precincts and their reestablishment.

6. Adjournment

City of Fairmont  
Charter Commission  
Meeting September 21, 2021  
SMEC Bldg Room 112

Attendance: Barry Altman, Conrad Anderson, Terry Anderson, Michael Katzenmeyer, Alice Maday, Dale Martens, Chuck Omvig, Kenneth Reiman

1. Motion by Terry Anderson, 2<sup>nd</sup> by Kenneth Reiman to approve the agenda. Motion carried.
2. Motion by Dale Martens, 2<sup>nd</sup> by Terry Anderson to approve the meetings of July 20, 2021.
3. Michael Katzenmeyer announce the Thomas Lytle has decided to resign from the Charter Commission
4. Alice Maday motion, Dale Martens 2<sup>nd</sup> to table the "Administrator's role in the Charter Commission" until the October meeting.
5. 1.02 no change
6. Motion by Dale Martens, 2<sup>nd</sup> by Alice Maday to change the language in 2.03 to: There shall be a city council composed of the mayor and five (5) members. One (1) council member shall be nominated and elected by the voters of each of the five (5) wards. At the first municipal election under this amended charter five (5) council members shall be elected. The council members from the odd number wards shall serve for terms of four (4) years. The council members from even number wards shall serve for terms of two (2) years. Thereafter, all council members shall serve for terms of four (4) years. Motion passed.
7. Motion by Dale Martens, 2<sup>nd</sup> by Kenneth Reiman to change the language in 2.06 to: At the regular election, a mayor shall be elected for a term of four (4) years. The mayor shall be elected by and from the electors of the city at large. The mayor shall be a member of the city council, but shall only have a vote as a member of the council in case of a tie. The mayor shall preside at meetings of the council and shall exercise all powers and shall perform all duties conferred and imposed upon him/her by this charter, the ordinances of the city, and the laws of the state. The mayor shall be recognized as the official head of the city for all ceremonial purposes, by the courts for the purposes of serving civil process, and by the Governor for the purposes of martial law. The mayor shall not serve as liaison to boards, commissions and committees appointed by the council. In time of public danger or emergencies, the mayor may, with the consent of the council, the command of the police, maintain order, and enforce the law. The mayor shall also appoint with the advice and consent of the council the members of citizen advisory boards and commissions and perform other duties specified by the council, but shall not serve as liaison to any committee, board and commission approved by the council.
8. Motion by Dale Martens, 2<sup>nd</sup> by Terry Anderson in charter chapter 2.10 to remove residency requirement for the City Administrator. Motion passed.
9. Motion by Chuck Omvig, 2<sup>nd</sup> by Alice Maday to add this paragraph to 2.10: A Bachelor's Degree or Master's Degree in Public Administration, Public Affairs and Public Policy. Three years of increased responsibility with in leadership/management roles; within a municipal or government setting. Possess strong financial aptitude and demonstrated budget and financial

management skills: Working knowledge of municipal finance, budgeting and strategic planning. Firm understanding of the complexities of municipal utilities. A highly collaborative leader with a communicative, team Motion -oriented, and approachable management style. Motion passed.

10. Motion by Dale Martens, 2<sup>nd</sup> by Alice Maday to add this paragraph to 2.10: Term of Administrator position will reflect the length of contract, i.e. 3 year contract/term subject to annual review. Motion passed.
11. Motion by Dale Martens, 2<sup>nd</sup> by Terry Anderson to table 2.12 to the October meeting. Motion carried.
12. 2.13 no changes
13. Motion by Anderson, 2<sup>nd</sup> by Alice Maday to adjourn. Motion passed