

**APPROVED**  
**CITY OF LINO LAKES**  
**CHARTER COMMISSION**

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7 **DATE** April 12, 2018  
8 **TIME STARTED** 6:33 p.m.  
9 **TIME ENDED** 7:28 p.m.  
10 **MEMBERS PRESENT** Aldentaler, Dahl, Davis, Juni, Lyden, Stanek, Trehus,  
11 and Vanderpoel  
12 **MEMBERS EXCUSED** Bretoi, Damiani, Poehling  
13 **MEMBERS UNEXCUSED** Devaney  
14 **STAFF MEMBERS PRESENT** None  
15 **OTHERS PRESENT:** None  
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18 **CALL TO ORDER AND ROLL CALL**

19 Chair Dahl reconvened the meeting of the Lino Lakes Charter Commission at 6:33 pm on April  
20 12, 2018.  
21

22 **PLEDGE OF ALLEGIANCE**

23 Chair Dahl lead the Pledge of Allegiance.  
24

25 **Acknowledge Newly Appointed and Reappointed Commissioners**

26 Chair Dahl noted that there are two new Commissioners and asked each of the members of the  
27 Commission to introduce themselves.  
28

29 **SETTING THE AGENDA**

30 Chair Dahl distributed a list of Charter Commission member information and asked each  
31 Commission member to ensure that the information listed is correct. She requested to add an  
32 item under New Business, Item A, titled Petitions.  
33

34 Commissioner Lyden stated that the Charter Commission still is without legal representation.  
35

36 Chair Dahl noted that item would be added under New Business as Item B.  
37

38 Agenda was accepted as amended.  
39

40 **OPEN MIC/PUBLIC COMMENT**

41 No one present opted to speak for the open mic.  
42

43 **OLD BUSINESS**

44  
45 **A. Certificates Mailed to Out-Going Commissioners**

46 Chair Dahl stated that the City Clerk mailed out certificates recognizing the out-going  
47 Commissioners.

48

49 **B. Approval of October 12, 2017 Minutes**

50 MOTION by Commissioner Juni, seconded by Commissioner Lyden, approving the meeting  
51 minutes of October 12, 2017 as presented.

52

53 Motion passed unanimously. (Davis and Trehus abstained)

54

55 **NEW BUSINESS**

56

57 **A. Petitions**

58 Chair Dahl provided a sample petition form. She stated that the Charter has more than one  
59 method to petition for or against an action. She asked if the Commission would like to  
60 recommend providing this sample form.

61

62 Commissioner Lyden stated that it would be nice to have this information available for public  
63 use. He stated that because the Charter Commission does not have its own legal representation,  
64 he would support asking the City Attorney to build a draft petition form that residents could use.

65

66 Commissioner Trehus agreed that this request should go before the City Attorney. He stated that  
67 there is a petition against a public improvement but noted that there should also be a form to  
68 allow residents to petition for a public improvement.

69

70 Chair Dahl stated that she was discussing the topic with the City Clerk, who also agreed that  
71 there were multiple petitions within Chapter 8.

72

73 Commissioner Juni asked if the project has been proposed by public works or the City Council.

74

75 Chair Dahl noted that this issue has been ongoing for years with the Lamont area, where the  
76 residents in that area have petitioned against the public improvement projects.

77

78 Commissioner Lyden noted that petitions are not always against a project but could be used to  
79 petition to ask for a public improvement as well.

80

81 Commissioner Juni stated that he would support the Charter Commission asking to create a draft  
82 petition form that residents could use to petition for or against a project.

83

84 Chair Dahl stated that her hope would be that the City could create draft petition forms that  
85 residents could obtain from the City Clerk's officer, should they desire to petition for or against a  
86 project.

87

88 Commissioner Lyden stated that perhaps a template could be developed with all the possible  
89 improvements listed and the resident could select the appropriate choices.

90

91 Commissioner Juni stated that if a template is created the residents could fill in the necessary  
92 information for the specific petition.

93  
94 Commissioner Trehus stated that there are many different levels of petitions listed within  
95 Chapter 8 of the City Charter. He noted that within Chapter 5 there are options for petitioning  
96 for or against an ordinance. He stated that if a petition template is developed, that should be  
97 reviewed by the City Attorney to ensure that it is compliant.

98  
99 Commissioner Juni stated that perhaps they should check to see if the forms were available in the  
100 City Clerk's office already, as if there are forms available the Charter Commission would not  
101 need to develop something new.

102  
103 Commissioner Trehus stated that to his knowledge the City does not have the petition templates  
104 available. He stated that it was his understanding that the City Attorney developed the petition  
105 form for the Lamont residents to use.

106  
107 Commissioner Juni suggested asking the City Clerk to determine if there are already petition  
108 templates available.

109  
110 Commissioner Lyden stated that if there are not templates available, the question should then be  
111 asked whether the City Attorney could draft a petition template.

112  
113 **B. Legal Representation**

114 Commissioner Lyden stated that the Charter Commission previous had legal representation. He  
115 noted that in the most recent years the Commission has had difficulty in finding legal  
116 representation but believed the Commission should continue to look for representation.

117  
118 Chair Dahl noted that her attempts to find legal representation end in dead-ends. She welcomed  
119 any additional suggestions.

120  
121 Commissioner Lyden stated that there are other communities that have Charters, noting that  
122 some use their City Attorney while some have their own legal representation. He noted that  
123 perhaps an attorney for another Charter Commission would be willing to provide this  
124 Commission with assistance.

125  
126 Chair Dahl noted that she has email information and can send out requests.

127  
128 Commissioner Lyden stated that perhaps the attorney the Commission previously worked with  
129 would have a suggestion for legal representation.

130  
131 It was the consensus of the Commission to direct Chair Dahl to reach out to potential legal  
132 representation.

133  
134 **C. Election of Officers**

135 Chair Dahl opened the floor for nominations for the position of Chair.

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137 Commissioner Trehus suggested keeping the current slate of officers.

138  
139 MOTION by Commissioner Juni, seconded by Commissioner Vanderpoel, to reappoint Caroline  
140 Dahl as Chair, Pat Devaney as Vice Chair, and Carol Stanek and Chris Bretoi as Co-Secretaries.

141 .  
142 Motion passed unanimously.

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144 Chair Dahl noted that she would follow up with the Commissioners note present to ensure they  
145 would accept continuing in their appointed positions.

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147 **NEXT MEETING DATE**  
148 Chair Dahl noted the next meeting date is Thursday, July 12, 2018.

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150 **ADJOURN**  
151  
152 MOTION by Commissioner Trehus, seconded by Commissioner Stanek, to adjourn the meeting  
153 at 7:28 p.m. Motion carried unanimously.

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155 Drafted by: Amanda Staple, *TimeSaver Off Site Secretarial, Inc.*