

APPROVED
CITY OF LINO LAKES
CHARTER COMMISSION

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7 **DATE** January 14, 2021
8 **TIME STARTED** 6:30 p.m.
9 **TIME ENDED** 6:55 p.m.
10 **MEMBERS PRESENT** Bretoi, Dahl, Damiani, Davis, Rodrieguez, Poehling,
11 Stanek, Trehus, and Vanderpoel
12 **MEMBERS EXCUSED** Aldentaler
13 **MEMBERS UNEXCUSED** None
14 **STAFF MEMBERS PRESENT** City Clerk Julie Bartell
15 **OTHERS PRESENT:** None
16
17

18 **CALL TO ORDER AND ROLL CALL**

19 Chair Dahl reconvened the meeting of the Lino Lakes Charter Commission at 6:30 pm on
20 January 14, 2021.
21

22 **PLEDGE OF ALLEGIANCE**

23 Chair Dahl lead the Pledge of Allegiance.
24

25 **SETTING THE AGENDA**

26
27 Agenda was accepted as presented.
28

29 **OPEN MIC/PUBLIC COMMENT**

30 No one present opted to speak for the open mic.
31

32 **OLD BUSINESS**

33
34 **A. Approval of October 8, 2020 Minutes**

35
36 MOTION by Commissioner Stanek, seconded by Commissioner Bretoi, approving the meeting
37 minutes of October 8, 2020 as presented/with noted changes.
38

39 Motion passed (Trehus abstained).
40

41 **B. Legal Representation**

42 Chair Dahl stated that she had nothing new to report but welcomed input from the other
43 members.
44

45 Commissioner Poehling asked the purpose of continuing to look for legal representation.
46

47 Chair Dahl replied that legal representation would be available to answer questions from the
48 Commission.

49

50 **C. Open Positions on Charter Commission and Ongoing Advertising**

51 Chair Dahl stated that applications have been received and are being reviewed by the Judge that
52 makes appointments. She noted that the group could potentially have three new members
53 joining in April.

54

55 The City Clerk stated that as long as there are openings on the Commission, the City will
56 continue to advertise for those positions. She stated that information is available at the front
57 desk of City Hall for interested individuals. She noted that the positions have also been
58 advertised in the City newsletter and *Quad Press*.

59

60 **D. Odd Year Elections**

61 Chair Dahl stated that she spoke with the City Administrator who confirmed that this item was
62 on an agenda for the City Council previously but did not move forward.

63

64 The City Clerk provided background information. She noted that the topic was suggested for
65 Council review by the Charter Commission and had been included in topics for a strategic
66 planning session that was postponed due to COVID and the activity from the past year.

67

68 **E. Five Year Plan Update**

69 Chair Dahl stated that she also discussed this item with the City Administrator. She welcomed
70 any questions or input from the Commission.

71

72 **NEW BUSINESS**

73

74 **A. State Law Amendments Impacting Charter Commissions**

75 The City Clerk provided background information on the State Law amendments that she noticed
76 that impact Charter Commissions. She stated that previously the Charter Commission was
77 allowed to receive up to \$1,500 annually for expenditures and that amount was allowed to
78 increase based on a certain calculation.

79

80 Chair Dahl stated that the eligible amount per that calculation would be up to \$6,462.66. She
81 commented that this amount would be an improvement from the previous \$1,500. She stated
82 that currently the Charter Commission still is only allotted \$1,500 but if the additional funds are
83 needed, the City could provide it out of its contingency fund.

84

85 Commissioner Trehus commented that he believes those funds are intended to be used for
86 framing or amending the Charter and could include hiring a legal representative to assist in that
87 process. He stated that his concern is that he feels the full amount should be included in the
88 budget for the Charter Commission each year and recorded as such.

89

90 Chair Dahl commented that she could ask that the funds be allocated but noted that if the funds
91 are not expended, they would go back into the general fund at the end of the year.

92

93 Commissioner Trehus stated that he would like that conversation to take place with the City
94 Administrator. He stated that he would like to see the funds allocated in addition to secretarial
95 and legal fees.

96

97 Commissioner Poehling commented that he believes it would be difficult to amend this year's
98 budget because there is a lot of concern with potential shortfalls due to COVID.

99

100 Chair Dahl confirmed that the funds would be included in the budget for the next year.

101

102 The City Clerk stated that the budget is based on facts and known costs along with some
103 estimations, noting that the contingency is allocated for that purpose. She stated that she is
104 confident that the contingency would be available if needed.

105

106 Commissioner Trehus stated that he would prefer to have the funds allocated and they could be
107 returned if not needed. He stated that going forward he would prefer to have the funds budgeted.

108

109 **B. 2021 Charter Commission Regular Meeting Calendar**

110 Chair Dahl noted that the calendar was included in the Commission packet.

111

112 **C. Other**

113 Chair Dahl noted that the City Administrator would like to attend the next Charter Commission
114 meeting to introduce herself. She confirmed the consensus of the Commission to formally invite
115 the City Administrator to the next meeting.

116

117 **NEXT MEETING DATE**

118 Chair Dahl noted the next meeting date is Thursday, April 8, 2021 and will be held via Zoom.

119

120 **ADJOURN**

121

122 MOTION by Commissioner Poehling, seconded by Commissioner Damiani, to adjourn the
123 meeting at 6:55 p.m. Motion carried unanimously.

124

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