

Meeting Minutes
New Prague Charter Commission
Thursday, December 3, 2015

The meeting was called to order at 6:00 p.m. by Chairperson Kay Wilcox with the following members present: Jim Kratochvil, Brad Carlson, Shawn Ryan and Ben Bartusek. Absent: Mary Klimp and Maggie Bass.

Member Pat Scripture had moved out of town and Member Paul Flick had passed away during the year.

Staff Present: City Administrator Johnson and City Attorney Scott Riggs

2. Minutes

It was moved by Ben Bartusek, seconded by Brad Carlson to approve the minutes from October 1, 2014. Motion carried. (5-0)

3. Under Old Business, City Administrator Johnson provided the Commission with an overview of what occurred with the Final Adoption process for the updated City Charter that was effective back on February 25, 2015.

4. Under New Business, City Attorney Riggs provided the Commission with an overview of the "Draft" language on "Authority For Expenditures" which had previously been discussed in the prior City Charter review. This language was similar to what he had provided and was adopted in Faribault. If adopted by the Commission, and recommended to the Council, it would be an addition to the Charter as new Section 7.13. After discussion, motion by Ben Bartusek, seconded by Jim Kratochvil to recommend to the City Council that they consider adopting a new Section 7.13 Authority for Expenditures to the City Charter. All voted in favor. Motion carried. (5-0)

There was no other new business.

5. Chairperson Wilcox indicated the next item of business was to address the creation/submittal of the 2015 Annual Report to the District Court. City Attorney Riggs reported that he had submitted a letter in 2014 to comply with this requirement. After discussion, motion by Shawn Ryan, seconded by Ben Bartusek to have the City Attorney prepare and submit the 2015 Annual Report concerning the Final City Charter adoption from 2014 and the one action item on the new Charter Section 7.13. All voted in favor. Motion carried. (5-0)

6. The Commission discussed possible meeting dates in 2016 to satisfy the State's annual meeting requirement. Their first choice was a meeting date in September and their second choice was a meeting date in October. No further action taken.

7. Chairperson Wilcox reviewed the Charter Commission member list as 5 of the Commission Members terms were due to expire on December 31, 2015. In addition, the new terms for the 5 positions were to now become 4 year terms versus 2 year terms. Ms. Wilcox inquired as to who would be interested in continuing or serving if re-appointed by the Council and confirmed by the District Court:

1. Ben Bartusek - Yes
2. Paul Flick - Deceased
3. Mary Klimp - not present
4. Jim Kratochvil - No
5. Shawn Ryan (City Council Member) - Yes
6. Pat Scripture (City Council Member) - Had moved out of town and her term was due to expire 12/31/17

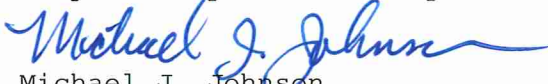
This information would be passed onto the Council.

8. General Discussion Items - none

9. Agenda Topics for Next Meeting - none

There being no additional business, motion by Ben Bartusek, seconded by Shawn Ryan to adjourn at approximately 6:25 p.m. All voted in favor. (5-0)

Respectfully Submitted by



Michael J. Johnson,
City Administrator on behalf of
Mary Klimp, Secretary/Treasurer