



## Home Rule Charter Committee Agenda

6:00 p.m. Regular Meeting

Tuesday, May 26, 2020

Virtual Only Meeting

<https://usd.zoom.us/j/98557804609>

1. **Roll Call**
2. **Adoption of the Agenda**
3. **Approval of Minutes**
  - a. April 27, 2020.
  - b. May 11, 2020.
4. **Visitors to be Heard**
  - a. Join our Zoom Meeting at: <https://usd.zoom.us/j/98557804609>
5. **Old Business**
6. **New Business**
  - a. Review and discussion of Article IV – Departments, Offices, and Agencies
  - b. Review and discussion of Article V – Financial Procedures
7. **Adjourn**

Access the Home Rule Charter Committee Agenda on the web – [www.vermillion.us](http://www.vermillion.us)

**Addressing the Committee:** Persons addressing the Commission shall be recognized. Please raise your hand to be recognized and state your name and address, or if the meeting is virtual, type your name and address into the chat.

**a. Items Not on the Agenda** Members of the public may speak under Visitors to Be Heard on any topic NOT on the agenda. Remarks are limited to 5 minutes and no decision will be made at this time.

**b. Agenda Items:** Public testimony will be taken at the beginning of each agenda item, after the subject has been announced by the Chairperson and explained by staff. Any citizen who wishes may speak one time for 5 minutes on each agenda item. Public testimony will then be closed and the topic will be given to the governing body for possible action. At this point, only commission members and staff may discuss the current agenda item unless a commission member moves to allow another person to speak and there is unanimous consent from the commission. Questions from commission members, however, may be directed to the public through the presiding officer at any time.

**Meeting Assistance:** The City of Vermillion fully subscribes to the provisions of the Americans with Disabilities Act of 1990. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Manager's Office at 677-7050 at least 3 working days prior to the meeting so appropriate auxiliary aids and services can be made available.

As a courtesy to others, we ask that cellular phones and pagers be turned off during the meeting.



Unapproved Minutes  
Home Rule Charter Committee  
Monday April 27, 2020 at 6:00 p.m.

The regular meeting of the City's Home Rule Charter Committee was called to order via remote video conference on April 27, 2020 at 6:00 p.m.

- 1) Roll Call
  - a) Present: Michael Card, AJ Franken, Stacy Larson, Travis Letellier, Steve Ward, Matt Fairholm
  - b) Absent: none
  - c) Staff Present: John Prescott (City Manager), James Purdy (Assistant City Manager), Mike Carlson (Finance Officer)
- 2) Approval of the Minutes  
Moved by Franken, seconded by Fairholm. Motion carried unanimously
- 3) Adoption of Agenda  
Moved by Larson to adopt the agenda as printed, seconded by Letellier. Motion carried unanimously.
- 4) Visitors to be Heard  
No comments given.
- 5) Old Business
  - a) Continued Review and Discussion of 2003 Draft Home Rule Charter: Sections 2.09-3.

Card asked the group to revisit Section 2.03. We had initially taken out the statement "The Mayor shall have no administrative duties." There are statutes that authorize the mayor to have certain administrative duties in the case of a declared emergency. The committee discussed if this clause was needed, and decided to keep it out because this section refers to other administrative duties of the mayor.

The Committee worked through Sections 2.09 - 2.13. Discussion focused on Section 2.06(d) (the process for filling vacancies); Section 2.09(c) (the voting procedures for ordinances); Section 2.11(f) (land usage requires an ordinance); and Section 2.12 (clarifying the process for passing an emergency ordinance and allowing an emergency ordinance to be repealed in-full or in-part). For Section 2.06(d), the committee approved language for filling vacancies (Mayor or City Council member) that aligns more closely with State statutes, as recommended by City Staff.

The committee added a new section, Section 2.14, to specifically address how the City adopts building and other professional codes along with how they will be maintained for review by citizens.

Letellier edited the shared google document in real-time and made revisions directly to the document that were unanimously agreed upon.

6) New Business

- a) Discussion of Mechanisms for Public Involvement/Education

This item was tabled until the next meeting.

The next virtual meeting of the Committee will be May 11<sup>th</sup> at 6:00 p.m.

7) Adjourn

- a) Moved by Ward to adjourn, seconded by Larson. Meeting adjourned at 8:32 p.m.

Unapproved Minutes  
Home Rule Charter Committee  
Monday May 11, 2020 at 6:00 p.m.

The regular meeting of the City's Home Rule Charter Committee was called to order via remote video conference on May 11, 2020 at 6:00 p.m.

- 1) Roll Call
  - a) Present: Michael Card, AJ Franken, Stacy Larson, Travis Letellier, Steve Ward, Matt Fairholm
  - b) Absent: none
  - c) Staff Present: John Prescott (City Manager), James Purdy (Assistant City Manager), Mike Carlson (Finance Officer)
- 2) Approval of the Minutes  
The minutes will be approved at the next regular meeting.
- 3) Adoption of Agenda  
Moved by Fairholm to adopt the agenda as printed, seconded by Letellier. Motion carried unanimously.
- 4) Visitors to be Heard  
No comments given.
- 5) Old Business
  - a) Continued Review and Discussion of Section 3
  - b) Discussion of mechanisms for public involvement/education
    - 5a) The Committee adjusted the employment section to include language to continue to allow the City Council to craft and employment agreement and the terms and conditions of the agreement. There was substantial discussion on Section 3.03 (Term and Removal) to balance the rights of the employee given in the contract against the transparency and need for the public to understand the removal of a City Manager. The Committee also confirmed that none of the duties of the City Manager conflict with Mayor's duties.
    - 5b) The Committee discussed the timeline for the public involvement/education piece of the Home Rule Charter process. The Committee plans to visit with service groups, the Faculty Senate, the newspaper, present at the VCDC Coffee Hour. The goal for the committee would be to reach out to select civic groups in June, then go to City Council in July, then to the broader public in August prior to absentee voting.
- 6) New Business  
None
- 7) Adjourn
  - a) Moved by to Ward adjourn, seconded by Larson. Meeting adjourned at 8:10 p.m.