



Charter Review Advisory Board Meeting Minutes
August 22, 2023

Table with 2 columns: Category (Meeting Time & Adjournment, Members Present, Members Absent) and Details (Called to Order, Adjourned, Member names).

- 1. Call to Order
2. Roll Call
3. Approval Minutes
4. Public Comment
5. Governance (action items)

- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - Yes
- viii. Kirkton - Yes
- ix. Klemp - Yes
- 1. Motion passes 9 - 0
- 2. Priority:
 - a. 1 - 4
 - b. 2 - 3
 - c. 3 - 2

ii. Section 2.1 Number and Term

1. No Change

a. Motion to approve by Nicole Chaput

b. Second by Tammy Behm

- i. Behm - Yes
- ii. Chaput - No
- iii. Dribin - No
- iv. Dugan - Yes
- v. Finney - Yes
- vi. Hile - No
- vii. Johnson - Yes
- viii. Kirkton - Yes
- ix. Klemp - No

1. Motion approved 5 - 4

c. Motion to reconsider by Tammy Behm

d. Seconded by Paul Dribin

- i. Behm - Yes
- ii. Chaput - Yes
- iii. Dribin - Yes
- iv. Dugan - Yes
- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - Yes
- viii. Kirkton - Yes
- ix. Klemp - Yes

1. Motion approved 9 - 0

e. Motion to approve by Nicole Chaput

f. Second by Jennifer Finney

- i. Behm - No
- ii. Chaput - No
- iii. Dribin - No
- iv. Dugan - No

- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - Yes
- viii. Kirkton - No
- ix. Klemp - No
 - 1. Motion fails 3 - 6
 - 2. Priority
- 2. Change to a wards system
 - a. Motion to approve by Nicole Chaput
 - b. Seconded by Paul Dribin
 - i. Behm - Yes
 - ii. Chaput - No
 - iii. Dribin - Yes
 - iv. Dugan - No
 - v. Finney - No
 - vi. Hile - No
 - vii. Johnson - No
 - viii. Kirkton - No
 - ix. Klemp - Yes
 - 1. Motion fails 3 - 6
- 3. Change to a hybrid system
 - a. Motion to approve by Nicole Chaput
 - b. Seconded by Joseph Dugan
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - No
 - iv. Dugan - Yes
 - v. Finney - No
 - vi. Hile - No
 - vii. Johnson - No
 - viii. Kirkton - Yes
 - ix. Klemp - Yes
 - 1. Motion approved 5 - 4
 - a. Priority
 - i. 1 - 4
 - ii. 2 - 1
 - iii. 3 - 4
- iii. 2.4 Compensation for Council Members and Mayor
 - 1. Option 1 - Specify an initial increase and authorize Council review
 - a. Motion to approve by Joseph Dugan
 - b. Seconded by Matthew Hile
 - c. Amendment offered by Joseph Dugan

d. Vote on Dugan Amendment

- i. Behm - No
- ii. Chaput - Yes
- iii. Dribin - No
- iv. Dugan - Yes
- v. Finney - No
- vi. Hile - No
- vii. Johnson - No
- viii. Kirkton - Yes
- ix. Klemp - No

1. Motion fails 3 - 6

e. Vote on Option 1

- i. Behm - Yes
- ii. Chaput - Yes
- iii. Dribin - Yes
- iv. Dugan - Yes
- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - Yes
- viii. Kirkton - Yes
- ix. Klemp - Yes

1. Motion approved 9 - 0

2. Priority

- a. 1 - 9
- b. 2 - 0
- c. 3 - 0

2. Option 2 - Authorize Council to review and set compensation by ordinance

- a. Motion to approve by Nicole Chaput
- b. Seconded by Tammy Behm

- i. Behm - No
- ii. Chaput - No
- iii. Dribin - No
- iv. Dugan - No
- v. Finney - No
- vi. Hile - No
- vii. Johnson - No
- viii. Kirkton - No
- ix. Klemp - No

1. Motion fails 0 - 9

iv. 2.12 Legislative Proceedings

1. Proposed Change

- a. Motion to approve by Matthew Hile
 - b. Seconded by Jennifer Finney
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes
 - v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - Yes
 - viii. Kirkton - Yes
 - ix. Klemp - Yes
 - 1. Motion passes 9 - 0
 - 2. Priority
 - a. 1 - 3
 - b. 2 - 2
 - c. 3 - 4
- v. Article 4.1 Administrative Service
 - 1. Strike existing Sections 4.1, 4.2, and 4.3 and replace
 - a. Motion to approve by Nicole Chaput
 - b. Seconded by Paul Dribin
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes
 - v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - No
 - viii. Kirkton - Yes
 - ix. Klemp - Yes
 - 1. Motion passes 8 - 1
 - 2. Priority
 - a. 1 - 4
 - b. 2 - 2
 - c. 3 - 3
- vi. Article 5 Department of Finance
 - 1. Change to Financial Management
 - a. Motion to approve by Paul Dribin
 - b. Seconded by Matthew Hile
 - i. Behm - No
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - No

- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - No
- viii. Kirkton - Yes
- ix. Klemp - Yes
- 1. Motion passes 6 - 3
- 2. Priority
 - a. 1 - 0
 - b. 2 - 1
 - c. 3 - 8

- 2. 5.3 addition of “knowingly”
 - a. Motion to approve by Nicole Chaput
 - b. Seconded by Jennifer Finney
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes
 - v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - No
 - viii. Kirkton - Yes
 - ix. Klemp - No
 - 1. Motion passes 7 -2
 - 2. Priority
 - a. 1 - 2
 - b. 2 - 4
 - c. 3 - 3

- 3. 5.6 Audit timing
 - a. Motion to approve by Nicole Chaput
 - b. Seconded by Jennifer Finney
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes
 - v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - Yes
 - viii. Kirkton - Yes
 - ix. Klemp - Yes
 - 1. Motion passes 9 - 0
 - 2. Priority
 - a. 1 - 7

b. 2 - 2

c. 3 - 0

4. 5.11 Public Record

a. Motion to approve by Paul Dribin

b. Seconded by Joseph Dugan

- i. Behm - Yes
- ii. Chaput - Yes
- iii. Dribin - Yes
- iv. Dugan - Yes
- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - Yes
- viii. Kirkton - Yes
- ix. Klemp - Yes

1. Motion passes 9 - 0

2. Priority

- a. 1 - 2
- b. 2 - 3
- c. 3 - 4

5. 5.18.2 Mental Health Facilities

a. Motion to approve by Joseph Dugan

b. Seconded by Jennifer Finney

- i. Behm - Yes
- ii. Chaput - Yes
- iii. Dribin - Yes
- iv. Dugan - Yes
- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - Yes
- viii. Kirkton - Yes
- ix. Klemp - Yes

1. Motion passes 9 - 0

2. Priority

- a. 1 - 8
- b. 2 - 0
- c. 3 - 1

vii. Article 7 Office of Human Resources

1. 7.1 Change of Title

a. Motion to approve by Matthew Hile

b. Seconded by Jeanne Kirkton

- i. Behm - Yes
- ii. Chaput - Yes

- iii. Dribin - Yes
- iv. Dugan - Yes
- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - Yes
- viii. Kirkton - Yes
- ix. Klemp - Yes

1. Motion passes 9 - 0

2. Priority

a. 1 - 2

b. 2 - 1

c. 3 - 6

2. 7.5 Powers and Utilities of Board

a. Motion to approve by Nicole Chaput

b. Seconded by Jeanne Kirkton

- i. Behm - Yes
- ii. Chaput - Yes
- iii. Dribin - Yes
- iv. Dugan - Yes
- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - Yes
- viii. Kirkton - Yes
- ix. Klemp - Yes

1. Motion passes 9 - 0

2. Priority

a. 1 - 0

b. 2 - 3

c. 3 - 6

3. 7.6 Classification of Employees

a. Motion to approve by Paul Dribin

b. Seconded by Nicole Chaput

- i. Behm - Yes
- ii. Chaput - Yes
- iii. Dribin - Yes
- iv. Dugan - Yes
- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - No
- viii. Kirkton - Yes
- ix. Klemp - Yes

1. Motion passes 8 - 1

2. Priority

- a. 1 - 3
- b. 2 - 4
- c. 3 - 2

4. 7.7 Merit System Rules

- a. Motion to approve by Joseph Dugan
- b. Seconded by Matthew Hile
- c. Amended by interlineation by Nicole Chaput, 2nd by Jennifer Finney
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes
 - v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - Yes
 - viii. Kirkton - Yes
 - ix. Klemp - Yes

1. Motion passes 9 - 0

2. Priority

- a. 1 - 6
- b. 2 - 2
- c. 3 - 1

5. 7.12 Prohibitions

- a. Motion to approve by Nicole Chaput
- b. Seconded by Paul Dribin
- c. Amended by interlineation by Jeanne Kirkton, 2nd by Nicole Chaput
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes
 - v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - Yes
 - viii. Kirkton - Yes
 - ix. Klemp - Yes

1. Motion passes 9 - 0

2. Priority

- a. 1 - 8
- b. 2 - 0
- c. 3 - 1

viii. Article 10

1. Delete Section 10.1 Board and Commissions

- a. Motion to approve by Matthew Hile
- b. Seconded by Joseph Dugan
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes
 - v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - No
 - viii. Kirkton - Yes
 - ix. Klemp - Yes

1. Motion passes 8 - 1

2. Priority

- a. 1 - 5
- b. 2 - 1
- c. 3 - 3

2. Delete Section 10.2 Parks and Recreation

- a. Motion to approve by Joseph Dugan
- b. Seconded by Nicole Chaput
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes
 - v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - No
 - viii. Kirkton - Yes
 - ix. Klemp - Yes

1. Motion passes 8 - 1

2. Priority

- a. 1 - 6
- b. 2 - 1
- c. 3 - 2

3. Delete Section 10.3

- a. Motion to approve by Nicole Chaput
- b. Seconded by Tammy Behm
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes

- v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - Yes
 - viii. Kirkton - Yes
 - ix. Klemp - Yes
 - 1. Motion passes 9 - 0
 - 2. Priority
 - a. 1 - 2
 - b. 2 - 3
 - c. 3 - 4
- ix. Article 11 Planning and Zoning
- 1. Rename and add powers and duties
 - a. Motion to approve by Nicole Chaput
 - b. Seconded by Jennifer Finney
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes
 - v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - Yes
 - viii. Kirkton - Yes
 - ix. Klemp - Yes
 - 1. Motion passes 9 - 0
 - 2. Priority
 - a. 1 - 8
 - b. 2 - 1
 - c. 3 - 0
- x. Article 13 Nominations and Elections
- 1. Preparation of Ballots
 - a. Motion to approve by Melissa Johnson
 - b. Seconded by Paul Dribin
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes
 - v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - Yes
 - viii. Kirkton - Yes
 - ix. Klemp - Yes
 - 1. Motion passes 9 - 0

2. Priority

- a. 1 - 8
- b. 2 - 1
- c. 3 - 0

xi. Article 14

1. 4 percent/10 percent registered voters threshold

a. Motion to approve by Nicole Chaput

b. Seconded by Tammy Behm

- i. Behm - Yes
- ii. Chaput - No
- iii. Dribin - No
- iv. Dugan - Yes
- v. Finney - No
- vi. Hile - No
- vii. Johnson - No
- viii. Kirkton - Yes
- ix. Klemp - Yes

1. Motion fails 4 - 5

2. 5 percent/12 percent registered voters threshold

a. Motion to approve by Paul Dribin

b. Seconded by Joseph Dugan

- i. Behm - No
- ii. Chaput - No
- iii. Dribin - No
- iv. Dugan - Yes
- v. Finney - No
- vi. Hile - No
- vii. Johnson - No
- viii. Kirkton - No
- ix. Klemp - No

1. Motion fails 1 - 8

3. Ballots cast instead of votes cast

a. Motion to approve by Jennifer Finney

b. Seconded by Matthew Hile

- i. Behm - Yes
- ii. Chaput - No
- iii. Dribin - No
- iv. Dugan - Yes
- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - No
- viii. Kirkton - No

- ix. Klemp - Yes
 - 1. Motion passes 5 - 4
 - 2. Priority
 - a. 1 - 5
 - b. 2 - 1
 - c. 3 - 3
- 4. 10 percent/20 percent registered voters threshold amendment
 - a. Motion to approve by Paul Dribin
 - b. Seconded by Nicole Chaput
 - i. Behm - No
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - No
 - v. Finney - No
 - vi. Hile - Yes
 - vii. Johnson - No
 - viii. Kirkton - No
 - ix. Klemp - No
 - 1. Motion fails 3 - 6
- 5. 14.9 Voting Language Question
 - a. Motion to approve by Tammy Behm
 - b. Seconded by Jeanne Kirkton
 - i. Behm - Yes
 - ii. Chaput - Yes
 - iii. Dribin - Yes
 - iv. Dugan - Yes
 - v. Finney - Yes
 - vi. Hile - Yes
 - vii. Johnson - Yes
 - viii. Kirkton - Yes
 - ix. Klemp - Yes
 - 1. Motion passes 9 - 0
 - 2. Priority
 - a. 1 - 8
 - b. 2 - 1
 - c. 3 - 0
- xii. Remove Residency Requirement
 - 1. Judge of the Municipal Court
 - a. Motion to approve by Jeanne Kirkton
 - b. Seconded by Nicole Chaput
 - i. Behm - Yes
 - ii. Chaput - Yes

- iii. Dribin - Yes
- iv. Dugan - Yes
- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - Yes
- viii. Kirkton - Yes
- ix. Klemp - Yes
- 1. Motion passes 9 - 0
- 2. Priority
 - a. 1 - 4
 - b. 2 - 3
 - c. 3 - 2

xiii. Proposed Additions

1. Public Engagement as an Essential Part of Civic Infrastructure

- a. Motion to approve by Jeanne Kirkton
- b. Seconded by Matthew Hile
- c. Amendment proposed by Joseph Dugan
- d. Vote on substitute amendment

- i. Behm - Yes
- ii. Chaput - No
- iii. Dribin - No
- iv. Dugan - Yes
- v. Finney - No
- vi. Hile - No
- vii. Johnson - Yes
- viii. Kirkton - Yes
- ix. Klemp - No

1. Motion fails 4 - 5

- e. Vote on Public Engagement as an Essential Part of Civic Infrastructure

- i. Behm - Yes
- ii. Chaput - Yes
- iii. Dribin - Yes
- iv. Dugan - Yes
- v. Finney - Yes
- vi. Hile - Yes
- vii. Johnson - Yes
- viii. Kirkton - Yes
- ix. Klemp - Yes

1. Motion passes 9 - 0

- 2. Priority
 - a. 1 - 4

b. 2 - 3

c. 3 - 2

2. Institutional Structures to Support and Coordinate Engagement

a. Motion to approve by Jennifer Finney

b. Seconded by Nicole Chaput

i. Behm - No

ii. Chaput - Yes

iii. Dribin - Yes

iv. Dugan - No

v. Finney - Yes

vi. Hile - Yes

vii. Johnson - Yes

viii. Kirkton - No

ix. Klemm - Yes

1. Motion passes 6 - 3

2. Priority

a. 1 - 3

b. 2 - 2

c. 3 - 4

3. Principles of Public Engagement

a. Motion to approve by Nicole Chaput

b. Seconded by Matthew Hile

i. Behm - Yes

ii. Chaput - Yes

iii. Dribin - Yes

iv. Dugan - No

v. Finney - Yes

vi. Hile - Yes

vii. Johnson - No

viii. Kirkton - No

ix. Klemm - Yes

1. Motion passes 6 - 3

2. Priority

a. 1 - 6

b. 2 - 1

c. 3 - 2

6. Member Discussion & Questions

a. None

7. New Business

a. Discussion on Article 3.1, The City Manager, Qualifications and Terms of Office

i. Motion to add section 3.1 made by Joseph Dugan

ii. Seconded by Nicole Chaput

- a. Behm - No
- b. Chaput - Yes
- c. Dribin - Yes
- d. Dugan - Yes
- e. Finney - No
- f. Hile - No
- g. Johnson - No
- h. Kirkton - Yes
- i. Klemp - No
- i. Motion Fails 4 - 5

8. Old Business

- a. Discussion on the Timeline for Developing/Finalizing the Charter Review Report for City Council

9. Consider Agenda Items for the Next Meeting

- a. Drafting the Report to Council
- b. Preparation of any Member Remarks to Include in the Report to Council

10. Future Meeting Dates

- a. Review updated Charter Review Advisory Board Schedule
- b. Next meeting dates:
 - i. September 5, 7:30 (Presentation/Update City Council During Regular Meeting)
 - ii. September 11
 - iii. September 26
- c. Determine City Council Meeting Dates for a Presentation of the Recommended Charter Review Amendments

11. Adjournment

- a. Motion to adjourn made by Nicole Chaput
- b. Seconded by Tammy Behm
 - i. Aye Votes: All
 - ii. Nay Votes: None