

Councilmember Howell replied in the discussion this morning, as the Council changes and gets new members, there should be an introduction and communication with the Board and Commission members to get acquainted. It would also be a time to collect information.

Mayor Kuzma replied that is a good point and he liked that process.

Councilmember Woestehoff asked on average how many incumbents there are every year:

Administrative Services Director Lasher replied three to six.

Councilmember Woestehoff replied that wouldn't take too much administrative or Council time.

Administrative Services Director Lasher replied correct. She asked for clarity, up to this point the process has been to contact the members to inquire if they want to serve again, they would say yes or no, and if so they would submit a letter of interest. Feedback would be submitted by the Chair. She asked if the Council was still in agreement with that or if they wanted Staff to set up a new version of an application.

Councilmember Woestehoff replied if Council is going to see the incumbent, having them submit a letter seems like extra work. He thought it would be good to get the Chair or Vice Chair's input but any concerns or comments could be brought up during the interview.

Mayor Kuzma commented that four or five years ago the EPB felt the commission didn't feel like they were being heard. A restructuring of what they do happened and having a meeting helped. He thought this would be a very good process.

Councilmember Musgrove agreed with the points that were made. She thought there would be an opportunity for incumbents to ask the Council questions as well. She asked if that could be done on a Work Session night versus on a night for new interviews.

Mayor Kuzma noted there wouldn't be that many of them and do them on interview nights. He thought doing a joint meeting with the commissions to talk about their work plans. He thought it would be awkward having multiple incumbents from different commissions and boards all at the same time.

Councilmember Musgrove corrected she meant not altogether but one at a time to share and introduce themselves, have the same interview type opportunity, but have it during a Work Session. She stated the Council knows the incumbents and they know the Councilmembers but not on a deeper level which may be helpful when approaching them about agenda items and bigger picture policy items.

Councilmember Specht expressed concern with the amount of time during Work Sessions which are typically busy and suggested something more informal on a different day.

Administrative Services Director Lasher commented that there is usually an annual Boards and Commissions interview night on the third Tuesday in March. That has always been a Public Works Committee meeting night but it has worked well for staff.

Councilmember Howell liked that idea for consistency.

Councilmember Heineman commented he thought if the incumbents are going to interview they should stick to the same schedule as everyone else but with different questions.

Administrative Services Director Lasher stated she will draft the new version of what was just discussed and bring it forward at a future meeting for formal adoption to be effective for terms starting in 2023.

Councilmember Musgrove stated scope was discussed during the morning meeting. She stated because the Charter Commission is separate they thought it would be valuable to have that stated and reference to it. She thought the Charter Commission appointments were made by the Chief Justice of the 10th Judicial District, if they state the policy, she thought that would be enough because the policy spells that all out.

Administrative Services Director Lasher replied currently it says the Charter Commission has a separate policy, Charter Commission appointments are made by the Chief Justice of the 10th Judicial District. She thought it didn't seem to fit in the middle of the paragraph to say the Charter Commission has a separate policy. She offered to play with the language so it flows better.

Councilmember Howell commented that they were to put where it says the Charter Commission has a separate policy, just say for applying to the Charter Commission reference this link to redirect them rather than having an abrupt statement. She also commented that during the morning meeting they discussed ideas around term limits for Commission and Board members. She stated she wasn't a fan of term limits. She stated that Administrative Services Director Lasher had mentioned that getting people to serve was an issue and didn't want to discourage people from serving by having term limits. She proposed having a hybrid which wouldn't put term limits in place but would put term limits on the Chair position to try to bring other people up and not concentrate knowledge in one person. She stated Councilmember Musgrove had pointed out that on the Lower Rum River Watershed Management Organization where someone had tons of experience but when they left no one knew what to do. She stated the idea of allowing two four-year terms as a Chair and then take a break for four years during which time they can provide mentorship and come back after that if they want to. Allowing people to serve on without term limits but promote stepping into leadership as the Chair to spread the wealth of knowledge.

Deputy City Administrator/Community Dev. Director Hagen asked if a Chair could serve as a Vice Chair so if a Chair is absent there would be some to step in to run the meetings.

Councilmember Howell replied yes, the idea is to push someone into leadership and change things around. She stated it wouldn't apply to this round of reappointments. She stated it would only happen once every eight years so it wouldn't take a lot of extra work.

Councilmember Woestehoff replied he thought Councilmember Howell had a good point. He asked what sets the rules, or what is the process, around appointing a Chair.

Administrative Services Director Lasher replied she believed it is just discussion within the Board or Commission to get a nomination of who would be good at it.

Councilmember Woestehoff asked if it was reviewed annually.

Administrative Services Director Lasher replied it is always looked at in April.

Mayor Kuzma replied he liked the idea. He asked if there was consensus on adding that in, then noted there was Council consensus.

Administrative Services Director Lasher thanked Councilmember Howell for bringing that up.

2.02: Discuss Developing a Charter Commission Recruitment Policy

Administrative Services Director Lasher stated this case is to discuss the first Charter Commission Recruitment Policy. She stated a draft of a policy of how to approach Charter Commission openings which occur on a calendar year basis versus April to March is attached to the case. She reviewed the draft policy. She stated it was based on ideas from the city of Northfield. She stated the Charter Commission recruitment is different from other boards and commission in that those are handled by Human Resources and the Charter Commission will be handled by the City Clerk. She asked for feedback from the Council.

Mayor Kuzma commented he thought the section on authority should be kept in.

Administrative Services Director Lasher replied okay.

Councilmember Riley asked if this met her approval in her role as the City Clerk.

Administrative Services Director Lasher replied it is getting there. She stated it was a real rush to do. She thanked Councilmember Musgrove and Councilmember Howell for giving her language for it because prior to this morning, she didn't have language. She thought the discussion was going to start the process but now they have a head start on it and it was good information. She wanted it to be refined because it isn't in good form right now but it is a good start.

Councilmember Musgrove referenced the section labeled "Terms" and the statement that incumbents will be allowed to serve until a successor is appointed. She asked if that is the same for the Charter Commission and the Boards and Commissions.

Administrative Services Director Lasher replied she would need to double check.

City Attorney Knaak replied it is statutory that they remain until a successor is appointed.