



CITY COUNCIL OPERATIONS AGENDA

February 13, 2023 – 5:00 PM | Council Chamber, City Hall

1. **Call Meeting to order:**
2. **Approval of Minutes**
 - a. Regular Meeting: January 9, 2023
3. **Public Comment** – (Limit to three minutes per person)
4. **Old Business** (Public Comment period prior to each topic)
 - a. Review Changes to Title 2 - Jordan
5. **New Business** (Public Comment period prior to each topic)
 - a. Review Title 7: Health & Welfare – Jordan & Rob
 - b. Review Ordinance and Resolution Index – Jordan & Rob
6. **Staff or Committee Member Concerns or Comments:**
7. **Announcement of the Next Meeting**
 - a. Monday, March 13, 2023, at 5:00PM
8. **Adjournment**

City Council Operations Committee
City Code | Council Bylaws and Policy

Members

Rob Kersch (Chair) | Dick Bauman | Curt Fjelstad

City Council Operations

MINUTES

January 9, 2023, - 5:00PM | Council Chambers, City Hall

Members Present: Rob Kersch (via Zoom), Dick Bauman

Members Absent: Curt Fjelstad

Mayor: Absent

CAO: Jordan Green

Staff: None

Public: None

1. Call Meeting to Order:

- a. Chairman Kersch called the meeting to order at 5:03PM

2. Approval of Minutes:

- a. Regular Meeting: December 12, 2022
Chairperson Kersch motioned to approve minutes with changes to 5a to include additional wording Does not change motion or vote. Member Bauman seconded the motion. 2 Ayes, 0 Nos, 1 Absent. Motion passed.

3. Public Comment - Limit to three minutes per person.

- a. None.

4. Old Business

- a. Fee Schedule Review - Jordan
Brought to Finance Parade License Fee and Marijuana Business License Fee. Their recommendation was to keep Parade License Fee at Zero Dollars and Marijuana Business License Fee at \$275.00 the same as Liquor License (all Beverage) fee. Discussed Marijuana Business HVAC System, State does not let is regulate Energy Consumption.
Chairperson Kersch putting in the City Code Title for Marijuana Business: Meter is required, if one doesn't exist Business Owner is responsible for meter installation at their cost.

Member Kersch motioned to approve Parade License Fee and Marijuana Business License Fee as recommended by the Finance Committee. Member Bauman seconded the motion. 2 Ayes, 0 Nos, 1 Absent. Motion passed.

5. New Business

a. Committee Goals – Jordan

Chairperson Kersch suggested reviewing the City Code of Ordinance for any updates or changes. Jordan suggested reviewing employee applications and Planning Applications for changes and updates. May consider reviewing all applications used within City Hall. Chairperson Kersch agreed with those two goals Jordan provided.

Chairperson Kersch stated there should be goals for Training.

1. Article 3, Section 5: Time control during the meetings (no rabbit holes)
2. Section 7: Presentation to Council
3. Article 3, Section 17: General Rules of Council Debate

Suggestion to make up some training materials for Council Members and a quick presentation at the meetings would be beneficial.

Jordan suggested having MSU come out and do training on specific areas we need to train.

Member Kersch motioned to approve Committee Goals as discussed. Member Bauman seconded the motion. 2 Ayes, 0 Nos, 1 Absent. Motion passed.

b. Review of Title 2 - Jordan

Jordan to make the following corrections.

1. Update all job descriptions
2. Separate Animal Control and Code Enforcement position descriptions
3. Provide a report of all staff evaluations to council.
4. Police Commissioners, Chapter 2.30, Section 2.30.030 (g), correct sentence; *All hearings and records of the Police Commission shall be open to the public and properly noticed.*

6. Staff or Committee Comments/Concerns:

- a. Chairperson Kersch: Staying on track at meetings.

7. Announcement of Next Meeting:

- a. Monday, February 13, 2023, at 5:00PM

8. Adjournment:

- a. The meeting was adjourned at 5:32PM by consensus.

Prepared by: Cyndi Thompson, City Clerk

Rob Kersch, Chairperson

Date

City Council Operations Committee Members

Rob Kersch (Chair) | Dick Bauman | Curt Fjelstad