

-UNAPPROVED-

CITY OF MARSHALL  
CHARTER COMMISSION

Minutes of the Meeting of December 17, 2020 - 5:00 P.M.  
Southwest Minnesota State University, Social Science Building, Room 235/ Zoom

MEMBERS PRESENT: Stacy Frost, Nathan Doose, Jill Vroman, Don Edblom

MEMBERS ABSENT: Larry Doom, Mike Boedigheimer, Richard Herder, Stephen Davis

STAFF PRESENT: Sharon Hanson, City Administrator; Dennis Simpson, City Attorney and City Clerk Kyle Box

Meeting called to order at 5:00 p.m. by Chairperson Stacy Frost. Introductions were made.

Chairperson Frost called for election of officers for 2021. The role of the Chairperson has been to work on setting meeting times and agendas as well as to run the meetings. The role of the Secretary has been primarily to review the draft meeting minutes prior to distribution.

JILL VROMAN NOMINATED STACY FROST FOR CHAIRMAN, SECONDED BY DON EDBLOM. ALL VOTED IN FAVOR OF THE MOTION.

JILL VROMAN NOMINATED NATE DOOSE, FOR SECRETARY, SECONDED BY DON EDBLOM. ALL VOTED IN FAVOR OF THE MOTION.

MOTION BY NATHAN DOOSE TO APPROVE THE DECEMBER 12, 2019 CHARTER COMMISSION MINUTES, SECONDED BY JILL VROMAN. ALL VOTED IN FAVOR OF THE MOTION.

Chairperson Frost called for discussion on the 2019 Annual Report. In accordance with State Statute 410.05 Subdivision 2 the commission shall submit to the chief judge of the district court, on or before December 31 of each year, an annual report outlining its activities and accomplishments for the proceeding calendar year. The annual report must be completed by December 31, 2020.

City Administrator Sharon Hanson Commented that there were no requests for the Charter Commission to take any additional action.

STACY FROST MOVED TO APPROVE THE 2019 ANNUAL REPORT AND NATE DOOSE SECONDED THE MOTION. ALL VOTED IN FAVOR OF THE MOTION.

Chairperson Frost asked for discussion on additional Charter Commission member recommendations.

City Clerk Kyle Box commented that a majority of the Charter Commission members have expiring terms in 2021 and that appointments need to be made to the commission need to be made by the District Court Judge.

City Administrator Sharon Hanson provide two names; Jeremey Williams and Tom Bolin to be considered for the Charter Commission.

Frost asked for members to contribute any names to staff and the commission keeping in mind areas where the commission might be absent; age, ethnicity, private and nonprofit businesses.

JILL VROMAN MOVED TO ADJOURN THE MEETING; DON EDBLOM SECONDED THE MOTION. MEETING ADJOURNED AT 5:14 P.M. ALL VOTED IN FAVOR OF THE MOTION.

Respectfully Submitted,  
Nathan Doose, Charter Commission Secretary