

GRAND LEDGE CHARTER COMMISSION
310 GREENWOOD ST.
GRAND LEDGE MI 48837
(517) 627-2149

CHARTER COMMISSION MINUTES
WEDNESDAY, 24 AUGUST 2016
5:30 P.M.
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST.

I. OATH OF OFFICE

Gregory Newman, City Clerk, administered the Oath of Office to Lyle Clark, Michael Coll, Sheila Deming, Robert Doty, Sandra Keller, Lynne MacDowell, Alan Miller, and Michael Moyes.

- II. ROLL CALL** – Lyle Clark, Michael Coll, Sheila Deming, Robert Doty, Sandra Keller, Lynne MacDowell, John Maurer, Alan Miller, Michael Moyes
OTHERS PRESENT – Mayor Smith; Adam Smith, City Administrator; Gregory Newman, City Clerk;

III. PLEDGE OF ALLEGIANCE

Gregory Newman, City Clerk, led those in attendance in the Pledge of Allegiance.

IV. COMMISSIONER INTRODUCTIONS

COMMISSIONER DEMING MOVED, COMMISSIONER DOTY SECONDED, TO APPOINT JASON BARCLAY TO FILL THE VACANCY. MOTION CARRIED UNANIMOUSLY.

Gregory Newman, City Clerk, administered the Oath of Office to Jason Barclay.

Commissioner Barclay introduced himself.

Commissioner MacDowell introduced herself, and expressed her interest and involvement in the City.

Commissioner Moyes introduced himself, mentioned his previous terms on City Council and the Planning Commission, and expressed his interest in improving the old Charter.

Commissioner Clark introduced himself and mentioned his previous terms on City Council.

Commissioner Doty introduced himself, mentioned his previous terms on City Council and Planning Commission, and expressed his interest in improving the old Charter.

Commissioner Deming introduced herself, mentioned her previous terms as Mayor and on City Council, and expressed her intent to bring a legal viewpoint to the Charter revision process.

Commissioner Keller introduced herself.

Commissioner Coll introduced himself, mentioned his previous terms on City Council, and expressed his concern about the old Charter.

Commissioner Miller introduced himself, and mentioned his municipal government experience, and his experience as a Grand Ledge Independent reporter covering the City and Eaton County.

V. ELECTION OF CHAIR AND VICE-CHAIR

Gregory Newman, City Clerk, called for nominations for Chair.

COMMISSIONER MILLER NOMINATED COMMISSIONER DOTY AS CHAIR.

Gregory Newman, City Clerk, called for nominations for Chair.

COMMISSIONER KELLER NOMINATED COMMISSIONER DEMING AS CHAIR.

Gregory Newman, City Clerk, called for nominations for Chair.

NO FURTHER NOMINATIONS FOR CHAIR.

Gregory Newman, City Clerk, conducted paper ballot election of Chair, read the results, and announced Commissioner Doty elected as Chair, and called for nominations for Vice-Chair.

COMMISSIONER CLARK NOMINATED COMMISSIONER DEMING AS VICE-CHAIR.

Gregory Newman, City Clerk, called for nominations for Vice-Chair.

COMMISSIONER MOYES NOMINATED COMMISSIONER MILLER AS VICE-CHAIR.

Gregory Newman, City Clerk, called for nominations for Vice-Chair.

NO FURTHER NOMINATIONS FOR VICE-CHAIR.

Gregory Newman, City Clerk, conducted paper ballot election of Vice-Chair, read the results, and announced Commissioner Deming elected as Vice-Chair.

COMMISSIONER DOTY ASSUMED THE CHAIR.

VI. AUDIENCE PARTICIPATION

Rozanne Doty, 635 Maple St., congratulated the Commissioners on their election.

VII. APPROVAL OF AGENDA

A. Motion – To approve the Wednesday, 24 August 2016 Charter Commission agenda.

COMMISSIONER DEMING MOVED, COMMISSIONER CLARK SECONDED, TO APPROVE THE WEDNESDAY, 24 AUGUST 2016 CHARTER COMMISSION AGENDA. MOTION CARRIED UNANIMOUSLY.

VII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Vacancy** – Appoint an individual to fill the Charter Commission vacancy.
- B. Procedures** – Adopt rules of procedure.

The Commission discussed the option of meeting twice per month or once per month if using a committee structure, the availability of Commissioners during the week.

CONSENSUS TO MEET THE 1ST AND 3RD WEDNESDAY OF EVERY MONTH, FROM 5:30 P.M. TO 7:00 P.M.

- C. Procedures** – Adopt rules of procedure.

The Commission discussed the possibility of establishing a committee to develop rules, the possibility of staff developing rules based on recent Charter Commissions in the State.

CONSENSUS TO DIRECT STAFF TO PRESENT SAMPLE RULES AT THE 07 SEPTEMBER 2016 MEETING.

Adam Smith, City Administrator, mentioned preliminary discussion with the Michigan Municipal League on a presentation to the Charter Commission on a summary of the Charter revision process, and the roles and responsibilities of the Commission, mentioned staff will arrange the presentation for the 07 or 21 September 2016 meeting.

X. AUDIENCE PARTICIPATION

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Commission Doty commented on his preference of reviewing the Jonesville charter as the starting point for the Commission's work as it is one of the newest adopted charters in Michigan.

Commissioner Deming commented on the need to focus on revising the Grand Ledge Charter not reviewing another charter for use in Grand Ledge.

XII. CLOSED SESSION

XIII. ADJOURNMENT

COMMISSIONER DEMING MOVED, COMMISSIONER COLL SECONDED, TO ADJOURN THE WEDNESDAY, 24 AUGUST 2016, CHARTER COMMISSION MEETING, AT 6:04 P.M. MOTION CARRIED UNANIMOUSLY.

Gregory L. Newman, City Clerk