

**CITY OF MILTON-FREEWATER
CHARTER REVIEW COMMITTEE MINUTES**

December 19, 2024

The Charter Review Committee met on Thursday, December 19, 2024 in the Albee Room of the City Library, 8 SW 8th Avenue at 5:30 p.m.

The following members were present: Margo Piver, David Prock, Paul Seaquist, Kay West and Sally Babcock.

Members absent were Chair Suni Danforth and Kenneth Jenkins.

Staff members present were: City Manager Chad Morris and City Recorder Leanne Steadman.

Citizen present was Ryan Westman.

ELECTION OF VICE CHAIR

Margo Piver motioned to appoint Paul Seaquist Vice Chair. Kay West seconded the motion. Motion passed with all in favor.

OPEN DISCUSSION REGARDING THE CHARTER

The committee began reviewing the Charter at the beginning, Chapter 1 and went through Chapter V, Section 2, (h). At the next meeting the review will begin at Chapter V, Section 3.

During the review there were brief discussion on certain chapters and sections.

It was noted that Chapter III, Section 2 would need to be updated if there were changes to the Charter.

There was a suggestion to add, “affirm” to Chapter III, Section 8, Oath. Manager Morris considered this “housekeeping” and that it may not need to be presented on a referendum. Affirm is mentioned in the paragraph of that section so it would be adding the word “affirm” to the title of that section. This may be required to be followed up with the City Attorney.

There was a comment regarding Chapter V, Section 2 (2), with regard to a vacancy occurring in the office of the city manager the council shall appoint a new city manager within a “reasonable” time. The question was what was a “reasonable” amount of time.

Manager Morris explained it would not be a good idea to put a specific amount of time i.e., 6 months or something similar. Executive recruitments can take some time and the council would not want to set a strict limit which could result in an unfavorable outcome or be rushed into such an important decision.

Vice Chair Seaquist shared the council can help set a recruitment timeline with a recruiting firm.

Manager Morris offered to research other possible language regarding that section.

The meeting was adjourned at 6:30 p.m.

Approved: _____

By: _____
Charter Review Committee Chair or Vice Chair