

VETERAN MARKER COMMITTEE
MINUTES
March 28, 2018

PRESENT: Audrey Turner, Marline Santiago-Cook, Billy Jones, Gary Canter

ABSENT: Jerry Robb

I. CALL TO ORDER

Audrey Turner, Public Works Director, called the first meeting to order at 4:35 p.m.

II. APPROVAL OF MINUTES

no meeting minutes were required to be approved.

III. GENERAL BUSINESS

A. Election of Chair/Vice Chairperson

Committee Member Billy Jones made the motion to elect Marline Santiago-Cook as the Chairperson of the Committee, the motion was seconded by Committee Member Canter.

All in favor – Jones, Canter, Santiago
Motion carried

Committee Member Canter made the motion to elect Jerry Robb as Vice-Chairman of the Committee, the motion was seconded by Jones.

All in favor – Jones, Santiago, Canter
Motion carried

B. Meeting Dates/Times

Public Works Director Turner suggested meetings be held the fourth Wednesday of March and August if necessary. If no exemption requests have been received, no meetings will be held. Committee Member Jones asked if that would provide enough time to get the marker made – PW Director Turner stated yes.

Regular meeting dates as necessary are set for the fourth Wednesday of March and fourth Wednesday of August. The next meeting will be held on Wednesday, August 22, 2018 at 4:30 p.m.

All in favor – Jones, Santiago, Canter – motion carried

IV. NEW BUSINESS

A. Committee Ordinance

Chairman Santiago validated that all members of the Committee met the requirements as laid out in the ordinance.

B. Operating Instruction

Discussion was held that the policy had been tweaked to modify the times that markers were placed and taken down. Instead of being firm, the verbiage allows leeway in marker placement and up-time. Committee Member Jones also explained that the policy allows for more than one war and is allowed as long as the requestor can provide proof of service.

Discussion was held around markers being moved from Pleasant Hill Road and SR 120 due to safety concerns. PW Director explained that markers from Pleasant Hill would be moved to George Rogers. If all markers would not fit there, PW would attempt to keep markers as close to Pleasant Hill Road, as possible.

C. Application and Exemption Blank Forms

PW Director Turner asked if the exemption form could be modified as needed as we learn more about this process. Committee Member Jones stated the forms look fine for now. If changes are needed, the Committee will address at that point. Chairperson Santiago stated that the forms are already active, so there is no need for the Committee to vote.

PW Director Turner explained that the Ordinance provided for the requestor to give testimony at the Committee meeting; she further explained that she did not invite the requestor to this first meeting. If the Committee needs more information, another meeting could be held to allow the requestor to provide testimony.

D. Exemption and Application form – Carolyn Myers for Marvin Myers

The Committee reviewed the application and all supporting documentation. Committee Member Jones explained that many people live in Duluth, but not within the City limits. He further explained that those people gave to the City even though they didn't live in "city limits". Mr. Myers appears to be one of those people. Jones asked if the \$100 donation had been made, Turner stated yes.

Being no further discussion, Chairperson Santiago requested a vote to approve the exemption of Marvin Myers.

All in favor -Santiago, Canter, Jones. Exemption request is approved.

V. OLD BUSINESS/FURTHER BUSINESS

Chairperson Santiago requested information about how markers are removed or how the list is checked to ensure requestors still live in city limits. PW Director Turner provided a brief overview. She explained PW staff check tax and other records yearly to ensure requestors are still residents. She explained a "pull" list is compiled and last year a process was started to allow Committee Member Jones to review the list prior to any marker removal. Jones explained that due to his family being long- time residents of Duluth, he had historical knowledge that might not be known otherwise. Discussion was held on continuing to send the "pull" list to Jones – all were in favor and Jones confirmed he would continue to assist in this process.

Chairperson Santiago suggested that once the “pull” list was reviewed by PW staff, then reviewed by Jones, it should be reviewed by the Committee and the final list be published in the Minutes. The Committee agreed. PW staff will be alerted to the change.

Jones gave a brief explanation of how the Committee was formed and expressed his appreciation to the members for their service. The Committee members felt that the exemption form submitted by Carolyn Myers was very thorough and provided all the information that was needed to make a decision. It was suggested that staff ensure any future exemption requests be as thorough as this one.

Chairperson Santiago requested that her name be corrected in the Policy/Ordinance.

Chairperson Santiago requested a motion to adjourn – all in favor, Jones, Canter, Santiago

Motion Carried – meeting adjourned at 4:55 pm.