

I, ROY BERGESON, the duly elected, qualified and acting Mayor of the City of Granite Falls, in the counties of Yellow Medicine and Chippewa, State of Minnesota, hereby certify to the following:

THAT on the 19th day of September, 1951, the duly appointed, qualified and acting Board of Freeholders of the city of Granite Falls submitted to me, as Mayor of said city, a draft of proposed amendments to the city charter containing Amendment Number Two, hereinafter set out in full and hereto attached, and that said Amendment was duly submitted to the City Council of said city on the 20th day of September, 1951.

THAT the City council, by resolution duly adopted October 1, 1951, called a special election to be held on November 13th, 1951, for the sole purpose of voting upon the Council Manager Plan of city government proposed by said Amendment Number Two.

THAT said proposed Amendment Number Two was published in a legal newspaper, the official newspaper of said city, for four successive weeks, and copies thereof were duly posted, as appears by affidavits with reference thereto on file with the City Clerk of said city.

THAT notice of said election was also duly published in the official newspaper of said city for four successive weeks, and was duly posted according to law, as more fully appears by affidavits with reference thereto on file with the City Clerk of said city.

THAT a sample ballot thereof was also duly published according to law, and posted in accordance with law, as more fully appears by affidavits on file with the City Clerk.

THAT Said Special Election was duly held on the 13th day of November, 1951, and was honestly and fairly conducted, and the results thereof were duly canvassed according to resolution therefor on the 14th day of November, 1951, and the results found to be as follows:

FIRST WARD	239 Yes	123 No
SECOND WARD	51 Yes	31 No
Total Ballots Cast	444	
Spilled Ballots	None	
Defective Ballots	None	

IT APPEARING that the requirement for a three-fifths vote in favor of proposed Amendment Number Two had been met, and that the electorate had ratified the same;

THAT the amendment so proposed by the Board of Freeholders, submitted to the Mayor, and the Council of said city, and submitted to the legal voters of said city, reads as follows, to-wit:-

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AMENDMENT NO. TWO, ESTABLISHING A "COUNCIL-MANAGER" PLAN OF GOVERNMENT, for the City of Granite Falls, providing for the employment of a city manager and prescribing his powers and duties.

Section 7, of Chapter 2, of the Charter of the City of Granite Falls shall be amended to read as follows:

Section 7.01. Form of Government.

The form of government established by this charter shall be known as the "Council-Manager Plan." All discretionary powers of the city, both legislative and executive, shall vest in and be exercised by the city council, subject to the initiative, referendum and recall powers of the people. It shall have complete control over the city administration, but shall exercise this control exclusively through the city manager, and shall not itself attempt to perform any administrative work.

Section 7.02. Interference with Administration.

Neither the council nor any of its members shall dictate the appointment of any person to office or employment by the city manager, or in any manner interfere with the city manager or prevent him from exercising his own judgment in the appointment of officers and employees in the administrative service, but this shall not be construed to prohibit the council from passing ordinances for establishing the merit system. Except for the purpose of inquiry the council and its members shall deal with and control the administrative service solely through the city manager, and neither the council nor any member thereof shall give orders to any of the subordinates of the city manager, either publicly or privately.

Section 16, of Chapter 2, of the Charter of the city of Granite Falls, shall be amended to read as follows:

Section 16.01. The Mayor.

The mayor shall exercise all the powers and perform all the duties conferred and imposed upon him by this charter, the ordinances of the city, and the laws of the state. He shall be recognized as the official head of the city for all ceremonial purposes, by the courts for the purpose of serving civil process, and by the governor for the purposes of martial law. He shall study the operation of city government and report to the council any neglect of duty or waste on the part of any officer or department of the city. In time of public danger or emergency he may, with the consent of the council, take command of the police, maintain order, and enforce the law. The vice president of the council shall perform the duties of Mayor during his absence or disability, and while so acting shall be known and styled "acting mayor." In the event of a vacancy in the office of mayor whether by death, resignation, or other cause, the vice

president of the council shall become mayor to fill the vacancy for the unexpired term, and the council shall appoint one of its members to the office of president of the council, and shall appoint an eligible person to fill such resulting vacancy in the manner provided by Section 14.

Section 17, of Chapter 2, of the Charter of the city of Granite Falls, shall be amended to read as follows:

Section 17.01. Investigation of City Affairs.

The Council and the City Manager, or either of them, and any officer or officers formally authorized by them, or either of them, shall have power to make investigations into the city's affairs, to subpoena witnesses, administer oaths, and compel the production of books and papers. The council may at any time provide for an examination or audit of the accounts of any officer or department of the city government.

Section 30 of Chapter 4 of the Charter of the City of Granite Falls shall be amended to read as follows:

Section 30.01. The City Manager.

The City Manager shall be the chief administrative officer of the city. He shall be chosen by the council solely on the basis of training, experience, and administrative qualifications. The choice shall not be limited to inhabitants of the city or state. The city manager shall be appointed for an indefinite period and he shall be removable by the council at any time. If removed at any time after one year of service he may demand written charges and a public hearing on the same before the council prior to the date on which his final removal shall take effect; but pending and during such hearing the council may suspend him from office. During the absence or disability of the city manager the duties of his office shall be performed by some properly qualified person designated by the council.

Section 30.02. Powers and duties of the City Manager.

Subject to the provisions of this charter, and any regulations consistent therewith which may be adopted by the council, the city manager shall control and direct the administration of the city's affairs. His powers and duties as city manager shall be:

- (a) To see that this charter and the laws, ordinances, and resolutions of the city are enforced.
- (b) To appoint, and except as herein provided, remove the city clerk, all heads of departments and all subordinate officers and employees in the departments, all appointments to be upon merit and fitness alone;
- (c) To exercise control over all departments and divisions of the city administration created by this charter or which may be hereafter created by the council;

(d) To attend all meetings of the council, with the right to take part in the discussions but having no vote; but the council may at its discretion exclude him from meetings at which his removal is considered;

(e) To recommend to the council for adoption such measures as he may deem necessary for the welfare of the people and the efficient administration of the city's affairs.

(f) To keep the council fully advised as to the financial condition and needs of the city, and to prepare and submit to the council the annual budget;

(g) To prepare and submit to the council for adoption an administrative code incorporating the details of administrative procedure, and from time to time suggest amendments to the same;

(h) To perform such other duties as may be prescribed by this charter or required of him by ordinances or resolutions adopted by the council.

Section 32 of Chapter 4, of the Charter of the City of Granite Falls, shall be amended to read as follows:

Section 32.01. Subordinate officers.

There shall be a city clerk and such other officers subordinate to the city manager as the council may create by ordinance. The city clerk shall be subject to the direction of the city manager, and shall have such duties in connection with the keeping of the public records, the custody and disbursement of the public funds, and the general administration of the city's affairs as shall be ordained by the council. He may be designated to act as secretary of the council and also as treasurer. The council may by ordinance abolish offices which have been created by ordinance, and may combine the duties of various offices as it may see fit.

Section 33 of Chapter 4 of the Charter of the city of Granite Falls shall be amended to read as follows:

Section 33.01. Purchases and Contracts.

The city manager shall be the chief purchasing agent of the city. All purchases on behalf of the city shall be made, and all contracts let, by the city manager subject to the approval of the council. Such approval must be given in advance whenever the amount of such purchase or contract exceeds five hundred dollars. All contracts, bonds, and instruments of every kind, to which the city shall be a party, shall be signed by the Mayor on behalf of the city as well as by the city manager, and shall be executed in the name of the city.

Section 34, of Chapter 4, of the Charter of the city of Granite Falls, shall be amended to read as follows:

Section 34.01. Contracts, how let.

In all cases of work to be done by contract, or of the purchase of personal property of any kind, where the amount involved is more than five hundred dollars, unless the council shall by an emergency ordinance otherwise provide, the city manager shall advertise for bids in such manner as may be designated by the council. Contracts of this magnitude shall be let by the council only upon the recommendation of the city manager, and shall be let to the lowest responsible bidder. The council may, however, reject any and all bids. Nothing contained in this section shall prevent the council from contracting for the doing of work with patented processes, or from purchasing patented appliances. Further regulations for the making of bids and letting of contracts shall be made by ordinance, subject to the provisions of this charter.

Section 64, of Chapter 8, of the charter of the city of Granite Falls, shall be amended to read as follows:

Section 64.01. Fire Department.

There shall be a fire department, either volunteer or paid, but the council may establish an all paid department by ordinance adopted by a three-fifths vote. The city manager may employ one equipment caretaker and driver and one assistant on a monthly salary, and make provision for payment of moderate compensation to volunteer members for active service in fighting fires.

Section 124

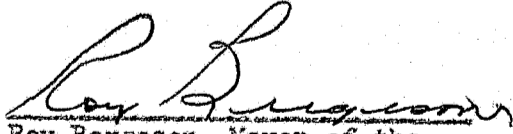
Sections 80, 91, 92, 93, 97, and 100 of the charter of the city of Granite Falls shall be amended as follows:

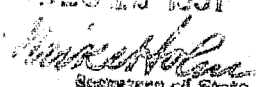
The powers and duties delegated to the City Clerk in Sections 80, 91, 92, 93, 97, and 100 are hereby transferred to the city manager.

Section 125 Repeal.

Sections 7, 9, 12, 16, 17, 18, 30, 32, 33, 34, 64, are hereby repealed.

Dated, December 11, 1951.

  
Roy Bergeson, Mayor of the  
City of Granite Falls,  
Counties of Yellow Medicine  
And Chippewa, State of Minnesota

STATE OF MINNESOTA  
DEPARTMENT OF STATE  
FILED  
DEC 13 1951  
  
Secretary of State

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