



**Legislative Meeting Minutes
July 16, 2025 – 5:00 p.m.
Franklin Lodge of Elks**

Attendees: Councilor Glen Feener (Chair), Councilor Tim Johnston and Councilor Leigh Webb

Absent: None

Others in Attendance: Mayor Desiree McLaughlin, Acting City Manager Scott Clarenbach, and members of the public.

Chair, Councilor Feener, called the meeting to order at 6:00 p.m. and Mayor McLaughlin led the Salute to the Flag.

Agenda Item I:

Approval of minutes from May 13, 2025

Motion – Councilor Webb moves that the legislative committee approves the minutes from May 13, 2025. Seconded by Councilor Johnston.

Chairmen Feener asked if there was any discussion. Discussion was had that committee members didn't have a chance to really review minutes.

Councilor Webb withdrew motion, Councilor Johnston withdrew Second.

Motion – Councilor Johnston moves to postpone approval of minutes. Seconded by Webb

Motion PASSED.

Agenda Item II:

Discuss revisions to City Code 101-1: Alcoholic Beverages

Discussion was had regarding what needs to be added onto application, to include, all insurance coverage be verified with all additional right as provided, compliance with all state regulations as assured, and that the application be made by the organization if applicable, not an individual, although one person may be named as the point of contact.

Further discussion was had about physical permits needing to be printed and hung up at the event to show that you have met all the criteria for the permit, if a conflict of interest occurs

with a City employee what is the procedure, an applicant should be the organization requesting permit not the actual person if it's an organization on the insurance, if permit is denied an appeal can be brought before council for approval.

Councilor Feener has a copy of the permit application to provide to committee to review that has some updates that will help resolve some of the conflicts and paperwork needed for approval of permit.

Motion - Councilor Webb moves to approve as presented to send to legal. Seconded by Councilor Johnston

All in Favor. Motion PASSED.

Agenda Item III:

Discuss Economic Development Committee

Acting City Manager explained that the written proposal provided is the same information that prior Councilor Zink brought before committee, however with commission changed to committee. This committee does fall underneath the planning board land use component of the RSA that enables these organizations to do their work, which is also where the TIF, heritage commission, historic district, and other entities are. Therefore, discussion was had that an RSA is not needed for this proposal.

Further discussion was had regarding if alternates were needed as there is only 3 members of the public needed currently. Updates to have the following members were made committee shall be seven voting members; two city councilors, a school board, FBIDC, three members of the public, and the City Manager and Planning Zoning Board Director shall be non-voting members.

Councilor Feener made updates that he provided to member which included;

- First part should be where it says the Economic Development Committee is hereby established for the purpose. And it gives you A, B, C, D, and E.
- Second thing should be the Duties and Responsibilities.
- Third part the very first paragraph would write down two alternatives.
- The fourth will be the economic development advisory committee
- The fifth part will be the last paragraph provided.

Further discussion was had about Council needs to vote to allow committee to have the power to be a committee within the City.

Motion – Councilor Webb moves to forward to legal. Seconded by Councilor Johnston

All in Favor. Motion PASSED.

Agenda Item IV:

Other Business:

Discussions for what topics are next for discussion on the August agenda include Winter Parking, and Parking Audit, which Dave Chunn will be present, and Housing Authority discussion. Committee requested the presence of representatives from MSD and Highway and Safety at next meeting.

Next meeting date was scheduled for Monday August 11, 2025 at 6pm at the Franklin Public Library if available.

Mayor McLaughlin questioned a social media policy as she noticed that the Fire Department, Parks and Rec has Facebook pages and some are closed/private groups. Discussion was had that this would need to be a City policy that they could look over with once the new City Manager comes on Board.

Motion to adjourn was made by Councilor Johnston. Seconded by Councilor Webb.

All in favor. Motion PASSED.

Meeting adjourned at 5:53 p.m.

Respectfully submitted,

Nicole Havey
Administrative Secretary