



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
northfieldmn.gov

Meeting Minutes - Final Charter Commission

Thursday, November 14, 2024

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:00PM.

Also present: City Administrator Ben Martig

Present: 6 - Commissioner Scott Jensen, Commissioner C C Linstroth, Commissioner Jack Hoschouer, Commissioner James Prichard, Commissioner Scott Oney and Lance Heisler

Absent: 1 - Commissioner Amy Gernon

APPROVAL OF AGENDA

1. [24-673](#) Approval of November 14, 2024 Meeting Agenda.

A motion was made by Commissioner Linstroth, seconded by Commissioner Prichard, to approve the agenda. The motion carried by the following vote:

Yes: 6 - Commissioner Jensen, Commissioner Linstroth, Commissioner Hoschouer, Commissioner Prichard, Commissioner Oney and Chair Heisler

Enactment No:

APPROVAL OF MINUTES

2. [24-674](#) Approval of September 12, 2024 Meeting Minutes.

A motion was made by Commissioner Jensen, seconded by Commissioner Prichard, to approve the September 12 meeting minutes. The motion carried by the following vote:

Yes: 6 - Commissioner Jensen, Commissioner Linstroth, Commissioner Hoschouer, Commissioner Prichard, Commissioner Oney and Chair Heisler

Enactment No:

COMMISSION ABSENCES

3. [24-675](#) Excuse meeting absences.

A motion was made by Commissioner Hoschouer, seconded by Commissioner Linstroth, to excuse Commissioner Gernon's absence. The motion carried by the following vote:

Yes: 6 - Commissioner Jensen, Commissioner Linstroth, Commissioner Hoschouer, Commissioner Prichard, Commissioner Oney and Chair Heisler

OPEN PUBLIC COMMENT

Mr. David Ludescher said that public projects are not being put to a vote and the Charter is "not strong enough" as there are no sanctions. He questioned whether the Charter should be made stronger as citizens' only recourse is to go to the City Council. If the Council is not obeying the rules, who can challenge decisions. He said that a potential financial crisis will be pushed through and he will start a movement to revise/replace the Charter.

OLD BUSINESS

4. [24-676](#) Committee Report on Charter Section 3.5.

Commissioner Prichard noted that we should have a work session on Section 3.5 (of the whole Commission) before the next meeting.

A motion was made by Commissioner Jensen, seconded by Commissioner Prichard, to approve the amendments to the administrative process as outlined in the document just reviewed. The motion carried by the following vote:

Yes: 6 - Commissioner Jensen, Commissioner Linstroth, Commissioner Hoschouer, Commissioner Prichard, Commissioner Oney and Chair Heisler

5. [24-677](#) Review and Approval of 13.01 Charter Commission Administrative Process Policy.

Review of Charter Commission administrative process policy. Chairman Heisler said that he had made the changes to Section 3.5 that were brought up at the last meeting. Recruitment and appointment for new Charter Commission members. Additional Step K added: in consultation with the Chairperson of the Charter Commission, the as recommended by the Commission the City Clerk prepares letters for those who have not been selected, thanking them for their interest. They are informed that their applications are kept on file for one year in case of vacancies or for consideration for appointment to other groups, special committees or task forces. References to the Mayor have been deleted as he/she has no official role in the procedure.

NEW BUSINESS

ADJOURNMENT

A motion was made by Commissioner Prichard, seconded by Commissioner Jensen, to adjourn the meeting at 6:26PM. The motion carried by the following vote:

Yes: 6 - Commissioner Jensen, Commissioner Linstroth, Commissioner Hoschouer, Commissioner Prichard, Commissioner Oney and Chair Heisler