



# City of Northfield

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

## Meeting Minutes - Draft Charter Commission

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Thursday, January 8, 2026

6:00 PM

Council Chambers

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

Chair Heisler called the meeting to order at 6:00 p.m.

**Present:** 6 - Commissioner Scott Jensen, Commissioner Jack Hoschouer, Vice Chair Lance Heisler, Commissioner Amy Gernon, Commissioner David DeLong and Commissioner Katie Rooks

*Also present: Matt Bailey, Meeting Associate*

### APPROVAL OF AGENDA

1. [26-017](#) Approval of January 8, 2026 Meeting Agenda.

**A motion was made by Commissioner Jensen, seconded by Commissioner Hoschouer, to approve the agenda. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Jensen, Commissioner Hoschouer, Vice Chair Heisler, Commissioner Gernon, Commissioner DeLong and Commissioner Rooks

Enactment No: M2026-011

### COMMISSION ABSENCES

3. [26-019](#) Excuse meeting absences.

**A motion was made by Commissioner DeLong, seconded by Commissioner Jensen, to approve the excusal of the absence of Commissioner Linstroth. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Jensen, Commissioner Hoschouer, Vice Chair Heisler, Commissioner Gernon, Commissioner DeLong and Commissioner Rooks

Enactment No: M2026-013

### OPEN PUBLIC COMMENT

*No public comment was received.*

### WELCOME NEW OFFICERS

4. [26-020](#) Welcome new members.

**6. [26-022](#) Election of 2026 Officers**

*Chair Heisler, with the permission of Commissioner Linstroth, nominated Linstroth as Chair for 2026.*

**A motion was made by Commissioner Jensen, seconded by Commissioner Hoschouer, to approve the election of Commissioner Linstroth as Chair for 2026. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Jensen, Commissioner Hoschouer, Vice Chair Heisler, Commissioner Gernon, Commissioner DeLong and Commissioner Rooks

Enactment No: M2026-016

*Commissioner Jensen, with the permission of Chair Heisler, nominated Heisler as Vice Chair for 2026.*

**A motion was made by Commissioner Gernon, seconded by Commissioner Hoschouer, to approve the election of Chair Heisler as Vice Chair for 2026. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Jensen, Commissioner Hoschouer, Vice Chair Heisler, Commissioner Gernon, Commissioner DeLong and Commissioner Rooks

Enactment No: M2026-016

**OLD BUSINESS****5. [26-021](#) Discussion on Proposed Amendment to Charter Section 4.1.**

*Chair Heisler postponed discussion on Proposed Amendment to Charter Section 4.1 to the March 2026 Charter Commission meeting.*

**Approval of 2026 Meeting Schedule.**

*Chair Heisler explained that the Commission needs to vote on a 2026 schedule. Heisler explained that the Commission has developed a pattern of meeting on the second Thursday of odd numbered months but is not limited to that day and can meet more frequently as desired.*

**A motion was made by Commissioner Jensen, seconded by Commissioner Hoschouer, to approve the continuing the Charter Commission meeting schedule as set. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Jensen, Commissioner Hoschouer, Vice Chair Heisler, Commissioner Gernon, Commissioner DeLong and Commissioner Rooks

**NEW BUSINESS****7. [26-023](#) Review and Approval of 2025 Annual Report**

*Chair Heisler presented the 2025 Charter Commission Annual Report.*

**A motion was made by Commissioner Jensen, seconded by Commissioner Gernon, to approve the 2025 Charter Commission Annual Report. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Jensen, Commissioner Hoschouer, Vice Chair Heisler, Commissioner Gernon, Commissioner DeLong and Commissioner Rooks

## APPROVAL OF MINUTES

2. [26-018](#) Approval of November 13, 2025 Meeting Minutes.

**A motion was made by Commissioner DeLong, seconded by Commissioner Hoschouer, to approve the November 13, 2025 Charter Commission Meeting Minutes. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Jensen, Commissioner Hoschouer, Vice Chair Heisler, Commissioner Gernon, Commissioner DeLong and Commissioner Rooks

Enactment No: M2026-012

## ADJOURNMENT

**A motion was made by Commissioner Jensen, seconded by Commissioner DeLong, to adjourn the meeting at 6:22 p.m. The motion carried by the following vote:**

**Yes:** 6 - Commissioner Jensen, Commissioner Hoschouer, Vice Chair Heisler, Commissioner Gernon, Commissioner DeLong and Commissioner Rooks