



City of Northfield

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

Meeting Minutes - Draft Charter Commission

Thursday, March 9, 2023

6:00 PM

Council Chambers

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

The meeting was called to order at 5:59PM.

Absent: Commissioner Gernon. Commissioner Hoschouer, seconded by Commissioner Linstroth, moved to excuse the absence. The motion passed unanimously.

Also Present: City Administrator Ben Martig, Meetings Associate Edward Malnar, Meetings Associate Matt Bailey

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. [23-991](#) Approval of March 9, 2023 Meeting Agenda.

Chairman Heisler added a proposed policy relating to election and terms of officers to what was discussed at the January 12 meeting and asked commissioners for comments. Proposed text: The election and term of officers for the chair, vice chair and secretary of the Charter Commission shall be one year. Elections for each office shall be held during the first meeting of the Charter Commission of the calendar year.

A motion was made by Commissioner Prichard, seconded by Commissioner Hoschouer, to approve the meeting agenda as amended. The motion carried by the following vote:

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

APPROVAL OF MINUTES

2. [23-992](#) Approval of January 12, 2023 Charter Commission Meeting Minutes

A motion was made by Commissioner Linstroth, seconded by Commissioner Jensen, to approve the January 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

CITIZEN COMMENT

No public comment as no citizens were present.

OLD BUSINESS

3. [23-993](#) Consideration of Motion of Support for Charter Amendment Considerations.

Resolution regarding consideration of the City Council of Charter amendments.

- 1) *Charter amendments not to be placed on the consent agenda.*
- 2) *A vote on any charter amendment, proposed, new or amended provision would be by roll-call vote. (To ensure that the vote of each member of the city council is specifically noted.)*

Mayor Pownell indicated the Chairman Heisler that the council would delay any action to have time to consider our proposal.

Voted to send Commission's proposed language to the City Council.

A motion was made by Commissioner Oney, seconded by Commissioner Hoschouer, to approve an amendment proposal to require roll call votes of the City Council for all proposals submitted by the Charter Commission. The motion carried by the following vote:

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

4. [23-994](#) Committee Report on Charter Section 3.5.

Committee report on section 3.5 of Charter dealing with filling vacancies on the City Council. Unclear if state statute applies to a charter city. Working on language that satisfies the statute and generally conforms to the Charter. Considering changing effective dates. Proposal expected at next meeting.

NEW BUSINESS

5. [23-995](#) Consideration of Northfield Board and Commission Rules of Business and Meeting Rules.

A. Consideration of Northfield Board and Commission roles and meeting rules. Does not apply to Charter Commission as Commission is an independent body. Chairman Heisler requested that a committee examine the rules and role to see what might make sense to apply to the Charter Commission.

Committee members: Heisler, Lindstroth, Jensen.

B. Discussion of ability of members who cannot attend meeting to participate by remote. City Administrator Martig provided some points of state law on open/public meetings. The issue has been discussed by the City Council, but the feeling is that they are not ready to open up for all boards and commissions due to the amount of technical work required. Also, remote participants are usually not in a public location and thus could be violating the Open Meeting Law.

Commissioner Oney will provide some information on pertinent state legislation.

ADJOURNMENT

The meeting was adjourned at 6:30PM.

A motion was made by Commissioner Prichard, seconded by Commissioner Linstroth, to adjourn the meeting at 6:30PM. The motion carried by the following vote:

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