

**From:** Ben Martig <Ben.Martig@northfieldmn.gov>  
**Sent:** Monday, June 23, 2025 11:57 AM  
**To:** Lance Heisler  
**Subject:** Ordinance Charter Section 4.1 - Oath of office timing v.1 032025 DRAFT  
**Attachments:** Ordinance Charter Section 4.1 - Oath of office timing v.1 032025 DRAFT.docx

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE AMENDING CHAPTER FOUR OF THE NORTHFIELD CITY CHARTER**

**THE CITY COUNCIL OF THE CITY OF NORTHFIELD DOES ORDAIN THAT** (new material is underlined; deleted material is lined out; sections which are not proposed to be amended are omitted; sections which are only proposed to be re-numbered are only set forth below as to their number and title):

SECTION 1. Northfield City Charter, Chapter Four. – Procedure of Council, Section 4.1. - Council Meetings, is hereby amended to read as follows:

**Section 4.1. - Council Meetings.**

At its first meeting in January, the council shall meet at the usual place and time for the holding of council meetings. At this time any newly elected members of the council including the mayor shall, ~~as the first order of business~~ immediately prior to calling the meeting to order, be administered the oath of office and shall assume their duties. Thereafter, the council shall meet at such time as may be prescribed by resolution. Such a resolution shall remain in force until modified by the council. The mayor or any three members of the council may call special meetings of the council upon at least twelve hours notice to each member and such public notice as shall be prescribed by ordinance in compliance with the laws of Minnesota. Public notice of all meetings of the council and its committees shall be given as prescribed by ordinance, and any citizen shall have access to the minutes and records thereof at all reasonable times.

SECTION 2: This Ordinance shall take effect ninety days after its publication.

Passed by the City Council of the City of Northfield, Minnesota, this \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

|                 |  |
|-----------------|--|
| First Reading:  |  |
| Second Reading: |  |
| Published:      |  |

VOTE: \_\_\_\_ ZWEIFEL \_\_\_\_ BEUMER \_\_\_\_ DAHLEN \_\_\_\_ HOLMES