

Charter Commission Meeting Agenda

September 26, 2019 6:00 P.M.

1. Call to Order
2. Roll Call
 - Approval of Agenda
 - Approval of Minutes.
3. Old Business
 - A. Heisler - Status of Novak Consulting Group police dept. organizational assessment.
 - B. Oath of Office - Heisler
 - C. Discussion of Charter Section 3.2 – Process of Appointments to Boards and Commissions; Board and Commission Recommendations to City Council .
 1. Ludescher and Schlichting subcommittee
 2. Schotzco and Pritchard subcommittee
4. New Business
 - A. Board and Commission Training Event Oct. 23, 2019
5. Citizen comment on new and old business.
6. Adjourn

From: Ben Martig
Sent: Monday, September 16, 2019 2:57 PM
To: Lance Heisler
Subject: RE: Novak Consulting Police Dept. Assessment

They have completed their field analysis and are preparing their report. We expect to receive a final draft end of October. I am expecting a council presentation but we don't have any date yet.

Also, we are also doing a major department study of the wastewater plant as well. Will include a full operations procedure review as well as staffing. There is also a facility analysis concurrent with that department. Timing of that one is longer into 2020. I can send you some information on that one as it went to the City Council.

As an aside, there is an active City/Hospital Governance Committee that is looking at a number of things, including appointment of board members process. The group has been meeting for quite some time, has been on a temporary hold, but is going to continue again soon. I see that you have a subcommittee working on a revision to the hospital board appointment section. I am going to be sending a letter letting to the charter commission bringing awareness and suggesting they not do any work in this area as the city and hospital are cooperatively reviewing this along with a number of other governance issues. The idea is they would come back with recommendations by the end of this year. There may be a time to involve the charter commission but that is an unknown at this point. Underdahl and I agree with this approach and I expect to also bring this to the attention of our other reps on hospital and city to let them know what the charter is doing and our recommendations to you to put this on hold.

I plan to be at the charter commission meeting next week.

Ben Martig
City Administrator
507.645.3009



www.ci.northfield.mn.us

801 Washington Street
Northfield, MN 55057-2598

From: Lance R. Heisler <lheisler@lampelaw.com>
Sent: Sunday, September 15, 2019 8:33 PM
To: Ben Martig <Ben.Martig@ci.northfield.mn.us>
Subject: Novak Consulting Police Dept. Assessment

CAUTION: This email originated from outside of the organization.