

**CITY OF EXCELSIOR
Hennepin County, Minnesota**

MINUTES

City Council Work Session

Monday, March 19, 2012

1. Call to Order/Roll Call

Acting Mayor Miller called the meeting to order at 6:52 p.m.

Councilmembers present: Caron, Fulkerson, Olson, and Acting Mayor Miller

Councilmembers absent: Mayor Ruehl

Also Present: City Manager Luger and City Attorney Staunton

2. Agenda Approval

Olson moved, Fulkerson seconded, to approve the agenda as presented. Motion carried 4/0.

3. Code of Conduct and Quasi-Judicial Decision Making

Staunton said the Council discussed quasi-judicial decision making and the City's Code of Ethics at the March 5th Work Session. Following the Work Session he researched code of ethic policies from the cities of Minnetonka and Maple Grove. Both policies outline a process for dealing with violations.

Staunton said that based on the Council's feedback and some further reflection, he is proposing that the Council add a process to the Code of Ethics for responding to a complaint that an elected or appointed official has violated the Code of Ethics.

Staunton said that staff needs to remind advisory commissioners that they are a judge and judges don't go around asking others for their opinion. Staff will also conduct a couple of trainings that can be attended by Council members and members of commissions that engage in quasi-judicial decision making. The training would include examples and discussion to help people have a better understanding of how to navigate these issues.

Staunton said that staff will follow up with a manual or a set of procedures to help guide decision makers when faced with these issues. The manual will address such things as to whether the City allows ex-parte communication.

The Council agreed that this is a good direction to go.

4. Other

None

5. Adjournment

Fulkerson moved, Olson seconded, to adjourn the Work Session at 6:59 p.m.
Motion carried 4/0.

Respectfully submitted,

Cheri Johnson
City Clerk