



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, August 20, 2024

6:00 PM

Police Department Training Room

Work Session

6:00 PM - CITY COUNCIL WORK SESSION AGENDA

CALL TO ORDER

Mayor Pownell called the meeting to order at 6:20 p.m.

Present: 7 - Council Member Brad Ness, Mayor Rhonda Pownell, Council Member Jami Reister, Council Member George Zuccolotto, Council Member Kathleen Holmes, Council Member Davin Sokup, and Council Member Jessica Peterson White

Also Present: Public Works Director/City Engineer David Bennett, Finance Director Brenda Angelstad, Communications and Human Resources Director Michelle Mahowald, Library Director Natalie Draper, Police Chief Mark Elliott, Community Development Director Jake Reilly, City Administrator Ben Martig, and City Clerk Lynette Peterson.

REGULAR AGENDA

1. [24-506](#) 2025-2026 Budget Worksession.

City Administrator Ben Martig introduced the 2025-2026 budget work session item, explaining the process for the work session, reviewing the agenda for the meeting and the budget timeline and key milestones.

Councilor George Zuccolotto joined the meeting at 6:25 p.m.

Community Development Director Jake Reilly presented information on the EDA budget/levy highlighting strategic objectives. Reilly also presented information on the HRA budget/levy highlighting strategic objectives.

Martig summarized the NAFRS budget stating changes from the 2025 budget request.

Finance Director Brenda Angelstad summarized Rice County tax base changes indicating a 5.4% increase in 2024 net tax capacity. Angelstad reviewed other information including median home value; property tax refunds; key ratios-peer comparison for taxes per capita, tax rate, long term debt per capita, debt service expenditures, and current expenditures.

Martig continued discussions presenting information on City services, infrastructure and facilities. The overall 2025 preliminary levy increase is at 15.8%. Personnel contract negotiations are in process and are the largest variable. This increase does not include any new positions. Staff will be prioritizing the need for new positions. Council indicated

they would like to see personnel cost comparisons from peer cities.

Recess

Council recessed at 8:09 p.m. Council work session resumed at 8:17 p.m.

1. [24-506](#) 2025-2026 Budget Worksession.

Public Works Director/City Engineer David Bennett presented on the Park Fund balance and the Vehicle and Equipment Replacement Fund.

Bennett presented history on the NCRC Fund and lease agreements. Martig added additional information. NCRC lease rates will be discussed at a future meeting.

Extend the Meeting

A motion was made by Council Member Holmes, seconded by Council Member Reister, to extend the meeting until business is complete. The motion carried by the following vote:

Yes: 7 - C. Ness, Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and C. Peterson White

1. [24-506](#) 2025-2026 Budget Worksession.

Martig, Angelstad and Bennett presented information on the Communications Fund and Franchise Fees.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Sokup, to adjourn the meeting at 9:27 p.m. The motion carried by the following vote:

Yes: 7 - C. Ness, Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and C. Peterson White