



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, November 7, 2023

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA

CALL TO ORDER

Mayor Pownell called the meeting to order at 6:03 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, Police Chief Mark Elliott, City Administrator Ben Martig, City Clerk Lynette Peterson, Economic Development Coordinator Nate Carlson, Community Development Director Jake Reilly, and Ehlers and Associates Senior Municipal Advisor Nick Anhut.

APPROVAL OF AGENDA

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve the agenda. 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

PRESENTATIONS

1. [23-1563](#) Presentation of Defeat of Jesse James Days Committee.

Defeat of Jesse James Days Board of Directors Committee Members Galen Malecha and Rebecca Peterson presented a recap of the 2023 Defeat of Jesse James Days celebration which highlighted the 75th anniversary of the celebration.

The Mayor and Council thanked the committee for their efforts in putting on this annual event.

2. [23-1564](#) Quarterly Police Report, Quarter 3, 2023

Police Chief Mark Elliott presented the Quarter 3, 2023 report highlighting calls for service, crime data, significant calls and donation of AED's. Elliott answered questions from the Council.

3. [23-1565](#) Presentation by MetroNet Related to Project Update on Community-Wide Construction of High-Speed Fiber-Optic Internet, Television and Phone Service.

IT Manager Kurt Wolf introduced Craig Zimmerman, Government Affairs Manager, and Toby Brunner, Outside Plant Project Director from MetroNet. Zimmerman and Brunner provided an update of their efforts with the city build status, construction communication and community commitment to Northfield residents and businesses. Zimmerman and Brunner answered questions from the Council.

CONSENT AGENDA

A motion was made by Council Member Ness, seconded by Council Member Holmes, to approve the Consent Agenda. 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

4. [23-1566](#) Consider Approval of October 17, 2023 City Council Meeting Minutes.
5. [23-1567](#) Consider Approving Disbursements totaling \$5,821,294.40
6. [23-1568](#) Consider Approval of Mayoral Board and Commission Appointments.
7. [Res. 2023-096](#) Approve application for premises permit for the Waterford Warriors Snowmobile Club at Flaherty's Northfield Lanes.
8. [23-1569](#) City Administrator Biannual Update Summary of Grants Report per the City Council Grants Policy.
9. [23-1573](#) Consider Approval of Shade Tree Program Bonding Grants (MN DNR).
10. [Res. 2023-097](#) Consider Resolution Accepting Donation from the Helmsley Charitable Trust and Approving Donation to Northfield Area Fire and Rescue Service.
11. [Res. 2023-098](#) Consideration of a Conditional Use Permit for Off-Street Parking at 212 Division St. S.
12. [23-1570](#) Consideration of Riverwalk Market Fair License Agreement for Temporary Use of 115 5th Street.
13. [Res. 2023-099](#) Consider Resolution Accepting Public Improvements and Approving Final Payment for the TH 3 Traffic Signal Improvements Project (STRT2022-A61).

OPEN PUBLIC COMMENTS

Heather Poepping, 411 Riley Drive, addressed the Council in support of a new or updated ice arena in Northfield.

Ryan Bowles, 779 Indigo Lane, addressed the Council in support of a new or updated ice arena in Northfield.

Kamden Kaiser, 2545 Lonsdale Boulevard E., addressed the Council in support of a new or updated ice arena in Northfield.

Perry Kruse, 405 Juniper Avenue W., addressed the Council in support of a new or updated ice arena in Northfield.

Nicole Tuma, 1801 Sunset Drive, addressed the Council in support of a new or updated ice arena in Northfield.

Ayla Puppe, 412 Carter Drive, addressed the Council in support of a new or updated ice arena in Northfield.

Patrick Tomczik, 1203 Woodland Trail, addressed the Council in opposition of the ice arena in Northfield.

Jane Bartho, 19 Bridge Square, addressed the Council explaining how a new or updated ice arena would support tourism in Northfield.

Tami Enfield, 1158 Bluff Street, Dundas, addressed the Council in support of a new and updated Ice Arena in Northfield.

Recess

Council recessed at 7:26 p.m. Council meeting resumed at 7:35 p.m.

PUBLIC HEARINGS AND RELATED ACTION

14. [23-1571](#) Public Hearing - Creation of New Redevelopment Tax Increment Financing (TIF) District

Mayor Pownell declared the public hearing open at 7:36 p.m. Economic Development Coordinator Nate Carlson introduced Ehlers and Associates Senior Municipal Advisor Nick Ahnut. Ahnut went through Tax Increment Financing (TIF) assistance options explaining the TIF public process. Carlson gave a project overview of The Archer giving background information on the demolition and development agreement. Ahnut added additional information regarding financial analysis, developer requirements, the TIF plan and budget projection.

Chris Kennelly, Project Manager with Manawa, addressed the Council regarding the project.

Ahnut, Carlson and Kennelly answered questions from the Council. City Administrator Ben Martig and Community Development Director Jake Reilly answered additional questions from the Council.

A motion was made by Council Member Ness, seconded by Council Member Reister, to close the Public Hearing at 8:36 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

REGULAR AGENDA

15. [Res. 2023-100](#) Review and Adopt Alternative Urban Area-wide Review and Mitigation Plan for the Northwest Area.

Community Development Director Jake Reilly introduced the item and introduced Stantec Senior Environmental Planner Erin Sejkora. Sejkora gave an overview of the Alternative Urban Areawide Review (AUAR) to include the NW Development Area contextual overview; development scenarios; AUAR topics and studies completed; draft AUAR comments, AUAR process and future updates and next steps. Reilly and Sejkora answered questions from the Council.

Extend the Meeting

A motion was made by Council Member Peterson White, seconded by Council Member Holmes, 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

15. [Res. 2023-100](#) Review and Adopt Alternative Urban Areawide Review and Mitigation Plan for the Northwest Area.

Reilly addressed next steps in the process of the AUAR and development in the Northwest Area.

A motion was made by Council Member Ness, seconded by Council Member Sokup, to approve Resolution 2023-100 Approving Adoption of the Final Alternative Urban Areawide Review (AUAR) for the Northwest Development Area. 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

ADMINISTRATORS UPDATE

16. [23-1572](#) City Administrator's Update.

Due to time constraints, no report was given.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

*C. Sokup - HRA Meeting (listened virtually).
C. Peterson White - EDA Meeting.
C. Reister - Hospital Board Retreat; Mayor Youth Council Brunch; Beyond the Yellow Ribbon Event on Veteran's Day.
C. Zuccolotto - HRA Meeting.
C. Holmes - Friends of Downtown Northfield Meeting and Retreat.
C. Ness - No report.
Mayor Pownell - Thank you to Council with input on Board/Commission appointments.*

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Reister, to adjourn the meeting at 9:04 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