



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Minutes - Draft City Council

Tuesday, May 18, 2021

6:00 PM

[GoTo Meeting](#)

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:09 p.m.

Present: 7 - Council Member Clarice Grabau, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Jessica Peterson White, Mayor Rhonda Pownell, Council Member Jami Reister, and Council Member George Zuccolotto

APPROVAL OF AGENDA

Mayor Pownell noted additional information included in Supplemental Agenda Background Memorandum No. 1 which included the addition of item 14.a. Receive Proposed Charter Amendment to Section 14.2 and Call for a Public Hearing.

A motion was made by Council Member Ness, seconded by Council Member Peterson White, to approve the agenda with the addition of Item 14.a. Receive Proposed Charter Amendment to Section 14.2 and Call for a Public Hearing. The motion carried by the following vote:

Yes: 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

1. [21-283](#) Information on How to Provide Public Input and Watch the Meeting During the Pandemic.

PRESENTATIONS

2. [21-284](#) Presentation of report from the Northfield Downtown Development Corporation (NDDC).

City Administrator Martig introduced Greg Siems from the Northfield Downtown Development Corporation. Siems presented the 2020 year end report to include the Main Street approach, economic vitality, design, promotions and contract service updates. Siems answered questions from the Council.

CONSENT AGENDA

City Administrator Martig introduced the Consent Agenda.

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve the consent agenda. The motion carried by the following vote:

Yes: 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

3. [21-285](#) Consider Approval of May 4, 2021 City Council Meeting Minutes.
4. [21-286](#) Consider Approval of May 11, 2021 City Council Work Session Minutes.
5. [Res. 2021-044](#) Consider Approving Plans and Specifications and Order Advertisement for Bids for Bluff View Street and Utility Improvements Project.
6. [Res. 2021-045](#) Consideration of Resolution Approving a Minor Subdivision of Spring Creek Townhomes Outlots.
7. [21-287](#) Consider Approving Disbursements totaling \$885,511.94
8. [21-288](#) Consider Motion for Contract Amendment #1 for Professional Services for the 2021 Reclamation and Overlay Project.
9. [21-289](#) Consider Community Event In-Kind Grant Support.
10. [Ord. 1024](#) Consider Ordinance Vacating a 20 ft. wide Utility Easement in Outlot A of the Sheldahl Industrial Park Addition - Second Reading.
11. [21-290](#) Consider Summary Publication of Ordinance No. 1024 Vacation of Utility Easement.
12. [21-291](#) Consider Approval of Mayoral Board/Commission Youth Appointments.

OPEN PUBLIC COMMENTS

Midori Krieger, 515 Nevada Court, addressed the Council regarding health care equity for all in Minnesota.

REGULAR AGENDA

13. [21-292](#) Review Draft Strategic Plan Summary Report (2021-2024) and Update on Initial Draft Action Plans.

Craig Rapp, Consultant, presented and reviewed the draft strategic plan summary report (2021-2024). Draft action plans will be presented in June for review. Rapp and City Administrator Martig answered questions from the Council.

Recess

Council recessed at 7:30 p.m. Council meeting resumed at 7:36 p.m.

14. [Res. 2021-046](#) Consider Resolution to Rescind Resolution Declaring Local Emergency.

Chief Elliott introduced the item and presented updates to the mask requirement. City Administrator Martig added additional information pertaining to the local emergency and public meetings.

A motion was made by Council Member Ness, seconded by Council Member

Peterson White, to approve Resolution No. 2021-046 Rescinding Resolution 2020-039 Declaring a Local Emergency effective 11:59 p.m. on May 28, 2021. The motion carried by the following vote:

Yes: 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

14.a. Res. 2021-047 Receive Proposed Charter Amendment to Section 14.2 and Call for a Public Hearing

City Administrator Martig introduced the item outlining the timeline for the public hearing and first and second readings of the proposed ordinance.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve Resolution No. 2021-047 Receiving Charter Amendments and Calling for a Public Hearing on Charter Amendments Proposed to be Adopted by Ordinance. The motion carried by the following vote:

Yes: 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

ADMINISTRATORS UPDATE

15. [21-293](#)

City Administrator's Update.

Administrator Martig gave an update on City operations and developments.

Council Member Nakasian left the meeting at 8:13 p.m.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Grabau - No report.

C. Peterson White - No report.

C. Zuccolotto - Introduction to business owners.

C. Ness - Thanked City staff and volunteers for Home and Garden Show; NAFRS Hiring Open House; Tour Guide for Northfield tour.

C. Reister - Age-Friendly Northfield; Beyond the Yellow Ribbon; NAFRS Meeting; NAFRS Personnel Committee; Green Steps Cities Pollinator Webinar.

Mayor Pownell - Love Our City event; LGBTQ+ Pride Event in June.

ADJOURN

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to adjourn the meeting at 8:20 p.m. The motion carried by the following vote:

Yes: 6 - C. Grabau, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

Not Present: 1 - C. Nakasian