



# City of Northfield

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

## Meeting Minutes - Draft City Council

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Tuesday, July 2, 2019

6:00 PM

Council Chambers

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### 6:00 PM - REGULAR AGENDA CALL TO ORDER

*Mayor Pro Tem Ness called the meeting to order at 6:00 pm.*

**Present:** 6 - Council Member David DeLong, Council Member Clarice Grabau, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Jessica Peterson White, and Council Member Erica Zweifel

**Absent:** 1 - Mayor Rhonda Pownell

### APPROVAL OF AGENDA

*Mayor Pro Tem Ness noted the items in the supplemental memos. Ness noted item #12 will remain as a public hearing and item #16 is removed from the agenda.*

**A motion was made by Council Member Nakasian, seconded by Council Member Zweifel, to approve the agenda as amended. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, and C. Zweifel

**Not Present:** 1 - C. Peterson White

### APPROVAL OF MINUTES

1. [19-957](#) June 11, 2019 Work Session Meeting Minutes.

**A motion was made by Council Member Nakasian, seconded by Council Member DeLong, to approve the June 11, 2019 City Council Work Session Minutes. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, and C. Zweifel

**Not Present:** 1 - C. Peterson White

2. [19-958](#) June 18, 2019 City Council Meeting Minutes

**A motion was made by Council Member Zweifel, seconded by Council Member Grabau, to approve the June 18, 2019 City Council Meeting Minutes. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, and C. Zweifel

**Not Present:** 1 - C. Peterson White

### CONSENT AGENDA

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*City Administrator Martig introduced the items on the consent agenda.*

*C. Peterson White arrived at 6:03 pm.*

**A motion was made by Council Member Grabau, seconded by Council Member Zweifel, to approve the consent agenda. The motion carried by the following vote:**

**Yes:** 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, and C. Zweifel

3. [19-959](#) Consider Approval of Additional Professional Services with Bolton and Menk, Inc. for the 2019 Street Reclamation Project.
4. [Res. 2019-062](#) Consider approving delegation of Wetland Conservation Act Authority to Dakota County Soil and Water Conservation District for properties located in Dakota County.
5. [Res. 2019-063](#) Consider Resolution Awarding Contract for the Street Maintenance Facility Roof Replacement.
6. [19-960](#) Consider Approval of Community Events.
7. [19-961](#) Consider Approval of Temporary Liquor Licenses for the Defeat of Jesse James Days Committee.
8. [Res. 2019-064](#) Consider approval of 2019-2020 International Union of Operating Engineers Local 70 (Utility Unit) Labor Agreement and memorandums of understanding.
9. [19-962](#) Approve Vehicle for Hire License
10. [Res. 2019-065](#) Consider approval of 2019-2020 International Union of Operating Engineers Local 70 (General Unit) Labor Agreement and memorandums of understanding.
11. [19-963](#) Consider Approving Disbursements totaling \$1,946,478.43

## OPEN PUBLIC COMMENTS

*Peter Swift, 206 Madison Str. S., spoke regarding the May 15 Northfield News article on a potential floating walkway on the Cannon River. Swift spoke about the cost and better uses for the money, liability, and that there are many places for people to cross the river.*

*Victor Summa, 812 St. Olaf Ave., spoke regarding communication process of the entire City Council, and the closed meeting of a few weeks ago and the lack of information available. Noted the entire process was objected to by Councilor DeLong.*

## PUBLIC HEARINGS AND RELATED ACTION

12. [19-964](#) Public Hearing on TIF Request by Schrom Construction.

Mayor Pro Tem Ness declared the public hearing open at 6:13 pm and noted that the Council will take public input and continue the hearing to the July 23, 2019 City Council meeting. A new public hearing notice will be published. Economic Development Coordinator Carlson introduced and provided information on this item. Nick Anhut, Ehlers, provided information on Tax Increment Financing, the proposed project, terms, developer requirements, and process. Anhut answered questions posed by the Council. Economic Development Coordinator Carlson and City Planner Tempel answered questions posed by the Council.

Victor Summa, 812 St. Olaf Ave., spoke regarding Mr. Anhut and thanked him for the information. Noted he did not have a problem with TIF, but feels this is a project that shouldn't be located at the proposed location.

**A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to continue the public hearing to July 23, 2019 City Council meeting. The motion carried by the following vote:**

**Yes:** 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, and C. Zweifel

## REGULAR AGENDA

### 13. [19-965](#)

Consider Motion to Amend Ordinance 1006.

*City Planner Tempel introduced this item and explained that the version of Ordinance 1006 approved on first reading June 18 was incorrect.*

*Victor Summa, 812 St. Olaf Ave., suggested the communications between the HPC and building owners should be better.*

**A motion was made by Council Member Peterson White, seconded by Council Member Nakasian, to direct staff to present a revised Ordinance 1006 as attached on Signage in the Downtown Historic District for the July 23, 2019 City Council Meeting. The motion carried by the following vote:**

**Yes:** 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, and C. Zweifel

Enactment No: M2019-079

### 14. [Ord. 1005](#)

Ordinance vacating drainage easement on Outlot A Southbridge 1st Addition.

*Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council. City Attorney Hood provided information regarding this item and answered questions posed by Council. Hood noted it was in the public interest to vacate the blanket easement and that the blanket easement is most likely not enforceable. Hood summarized the primary issues and stated he is unable to find a single legal document that would allow the City to claim that Outlot A is a park or should be a park.*

*Victor Summa, 812 St. Olaf Ave., spoke regarding Hood's phrase in the public's interest. Noted discussion didn't center on what is in the public's interest. Spoke regarding protecting the constituents interest. Noted concerns previously expressed regarding the dead end cul-de-sac related to traffic and emergency vehicles.*

*Vern Koester, 2351 Division Str. S., spoke regarding the question of gifting land and noted he did gift 6.05 acres, the land directly north of Southbridge townhomes. He noted*

*that there was a typo in the letter referring to this as Outlot A and that he may have a document showing that scratched out. Spoke regarding drainage easements and noted he talked to an attorney who told him blanket easements are more common in rural areas. Noted easements need to be surveyed and defined. Stated a drainage easement is needed and this should have been a defined easement to begin with.*

*Lana Rich, 538 Ford Str. E., noted there are 10 residential homes in the area. Stated it feels like an enclave surrounded by multi-family and wonders if that is the direction the city wants to go. Noted she understands the need for housing and affordable housing.*

**A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve the second reading of Ordinance 1005 - Vacating Drainage Easement on Outlot A Southbridge 1st Addition. The motion carried by the following vote:**

**Yes:** 5 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, and C. Zweifel

**No:** 1 - C. DeLong

## Recess

*The Council took a five minute recess at 7:51 pm. The meeting resumed at 7:57 pm.*

### 15. [19-966](#)

Consider Motion Approving Drainage and Utility Easement Agreement with Vernon and Joan Koester on Outlot A Southbridge 1st Addition.

*Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council. City Attorney Hood answered questions posed by Council regarding a Council members duty to vote on items unless they have a conflict of interest.*

**A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve a drainage and utility easement with Vernon and Joan Koester on Outlot A Southbridge 1st Addition. The motion carried by the following vote:**

**Yes:** 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel

Following the vote on this item, C. Nakasian asked for a roll call vote.

At 7:58 pm C. Zweifel called for a Point of Order regarding C. DeLong speaking when not be recognized by the Chair. C. Zweifel asked for Mayor Pro Tem Ness to rule on her point of order. Ness noted the point of order is well taken.

Mayor Pro Tem Ness ruled that the motion has passed as he heard no responses to a no vote.

C. DeLong asked for a parliamentary inquiry noting that the vote has already been taken, and he believes the record will show 6 affirmative votes.

In response to being asked, City Clerk Little noted 6 affirmative votes were recorded as there were no responses to a no vote.

**A motion was made by C. Zweifel, seconded by C. Grabau, to appeal the ruling of the chair related to the chair ruling that the roll call was not needed because**

he heard no negative votes when asked.

C. DeLong requested a five minute break. Mayor Pro Tem Ness stated the Council would vote before taking another break.

The motion on the appeal carried by the following vote:

Yes: 5 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel

No: 1 - C. DeLong

C. DeLong left the meeting at 8:14 pm. The Council took a 5 minute break at 8:14 pm. The meeting resumed at 8:17 pm.

Mayor Pro Tem Ness asked for a roll call vote on the previous motion. The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, and C. Zweifel

17. [19-967](#)

Consider Direction to Staff on Save the Northfield Depot Agreement Modifications and Land Related Actions for the Transit Hub/Depot Access Drive.

*City Administrator Martig introduced this item and answered questions posed by Council.*

**A motion was made by Council Member Nakasian, seconded by Council Member Grabau, to direct staff to pursue the transfers as presented along with exploring review of the existing agreement for modifications, terminations or new agreement. The motion carried by the following vote:**

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, and C. Zweifel

## ADMINISTRATORS UPDATE

*City Administrator Martig provided updates on the following items. Noted resignation from Paul Hager, NTV, who has served the City by running the public access channel for over 30 years. Thanked Paul for his service. Noted a budget amendment will be needed in early July for new equipment. Hager indicated a willingness to help with the transition beyond July. Will be looking at staffing and goals in the future. Focusing on transition at this point. Reviewed upcoming meeting items. Noted proposed EDA redevelopment project downtown at 5th & Washington. Potential presentation to Council on July 23. Noted upcoming Intergovernmental Meeting on July 17 at the Police Station hosted by the City. Noted July 4th fireworks at Northfield Middle School. Reviewed July 4th & 5th schedule.*

18. [19-968](#)

City Administrator's Update.

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

*C. Peterson White - Reported on the EDA meeting and Hospital Board meeting. Noted Northfield Hospital+ Clinics is participating in a physician burn out study.  
C. DeLong - Noted the City used to work with School District using student labor for NTV and asked staff to explore that option. Apologized to Mayor Pro Tem Ness. Attending Age Friendly meetings. Noted new bench at 7th & Washington. The Union Depot Big Boy is coming to town on July 17th at approximately 12:15. There will be events planned*

*by the Save the Depot group. Vintage Band Festival is the first weekend in August.*

*C. Grabau - Attended the Housing Summit in Faribault, the Finance Policy Subcommittee meeting where they worked on a grants policy, the EDA meeting and had a tour of the Northfield Depot.*

*C. Zweifel - Unable to attend HRA meeting because it was during the work day. Feels it would benefit the HRA to have updates on the Schrom and The Loft projects at their next meeting.*

*C. Nakasian - spoke regarding the steam engine appearance on July 17th. Noted events at the Depot.*

*C. Ness - Attended Bridgewater Township work session on Affordable Housing. Attended Finance Policy Subcommittee meeting. Grants policy should be ready to send to Council in a few weeks.*

## **ADJOURN**

**A motion was made by Council Member DeLong, seconded by Council Member Zweifel, to adjourn the meeting at 8:45 pm. The motion carried by the following vote:**

**Yes:** 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, and C. Zweifel