



# City of Northfield

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

## Meeting Minutes - Final Environmental Quality Commission

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Wednesday, November 19, 2025

6:00 PM

Council Chambers

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

**Vice-Chair Hanson called the meeting to order at 6:00 p.m.**

**Present:** 7 - Commissioner Bruce Anderson, Commissioner Daniel Jones, Commissioner Janet Petri, Commissioner George Kinney, Commissioner Susannah Shmurak, Vice Chair Rob Hanson and Commissioner Ava Podracky

**Absent:** 1 - Chair Michael Provancha

*Also present: Risi Karim, Assistant to the City Administrator; Matt Bailey, Meeting Associate; Alex Halverson, Youth Representative (non-voting)*

### APPROVAL OF AGENDA

**A motion was made by Commissioner Jones, seconded by Commissioner Anderson, to approve the agenda. The motion carried by the following vote:**

**Yes:** 7 - Commissioner Anderson, Commissioner Jones, Commissioner Petri, Commissioner Kinney, Commissioner Shmurak, Vice Chair Hanson and Commissioner Podracky

### APPROVAL OF MINUTES

**1. 25-615** October 16, 2025 EQC Meeting Minutes

**A motion was made by Commissioner Podracky, seconded by Commissioner Petri, to approve the October 16, 2025 EQC Meeting Minutes. The motion carried by the following vote:**

**Yes:** 7 - Commissioner Anderson, Commissioner Jones, Commissioner Petri, Commissioner Kinney, Commissioner Shmurak, Vice Chair Hanson and Commissioner Podracky

### OPEN PUBLIC COMMENT

*No public comment was received.*

### BOARD MEMBER AND COMMISSIONER REPORTS

- Commissioner Petri reported on attending two recent events: a "Lower Your Energy Cost" outreach and education event held at the Northfield Community Resources Center on Monday, November 17, 2025, which included a presentation from the Minnesota Center for Energy and Environment (MNCEE), and an Environmental Action Group event held at Village on the Cannon on Wednesday, November 19, 2025.  
- Commissioner Anderson attended the same November 19 meeting and hopes that this

*event might inspire additional community outreach events in 2026 when Save Energy Minnesota launches rebate programs. Anderson also reported on attending a training workshop on heat pumps for HVAC contractors sponsored by Air Source Heat Pump Collaborative (ASHP) and the City of Northfield. The event was held on October 22, 2025 at the Northfield Public Library.*

*- Commissioner Shmurak reported attending the heat pump training workshop as well.*

## REGULAR AGENDA

**2. 25-616** Draft EQC Advisory Memo regarding Urban Forest Management

*Assistant the City Administrator Risi Karim provided brief background comments on the Draft EQC Advisory Memo regarding Urban Forest Management. Commissioner Jones presented the report—drafted by Commissioners Jones, Shmruak, and Anderson—to the EQC.*

**3. 25-617** 2025 Work Plan Updates

*- Zero Waste Plan Implementation: Assistant to the City Administrator Risi Karim confirmed that this initiative is complete but will continue in a similar fashion in 2026.*  
*- Community Engagement Campaign: Energy Efficiency, HVAC Contractor and Homeowner Education: This initiative is complete but will continue in a similar fashion in 2026.*  
*- Native Planting Ordinance: Tree Planting & Vegetation: This initiative will be addressed in the upcoming Land Development Code process.*  
*- Water Quality & Conservation: This initiative is complete.*  
*- Research Level 3 Charger Use & Need: This initiative is complete.*

**4. 25-618** Discussion regarding the 2026 Work Plan

*Assistant to the City Administrator previously asked the EQC to consider and submit ideas for initiatives for the 2026 EQC Work Plan. The EQC discussed the potential initiatives that had been submitted.*

## STAFF UPDATES

**5. 25-619** Staff Update.

*Assistant to the City Administrator Risi Karim provided updates from City staff. Karim responded to questions and comments from the EQC.*

## ADJOURNMENT

**A motion was made by Commissioner Kinney, seconded by Commissioner Shmurak, to adjourn the meeting at 7:02 p.m. The motion carried by the following vote:**

**Yes:** 7 - Commissioner Anderson, Commissioner Jones, Commissioner Petri, Commissioner Kinney, Commissioner Shmurak, Vice Chair Hanson and Commissioner Podracky