



# City of Northfield

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

## Meeting Minutes - Final City Council

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Tuesday, May 6, 2025

6:00 PM

Council Chambers

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### 6:00 PM - CITY COUNCIL MEETING AGENDA

#### CALL TO ORDER

*Mayor Zweifel called the meeting to order at 6:00 p.m.*

**Present:** 6 - Council Member Brad Ness, Council Member Kathleen Holmes, Council Member Davin Sokup, Council Member Jessica Peterson White, Council Member Chad Beumer, and Mayor Erica Zweifel

**Absent:** 1 - Council Member Peter Dahlen

*Also present: Public Works Director/City Engineer David Bennett; Community Development Director Jake Reilly; Police Chief Jeff Schroeffer; Facilities Manager Jayson Dwelle; City Administrator Ben Martig and City Clerk Lynette Peterson.*

#### OPEN PUBLIC COMMENT

*None.*

#### APPROVAL OF AGENDA

*Mayor Zweifel noted items in Supplemental Agenda Background Memos No. 1, 2, and 3.*

**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:** 6 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, and Mayor Zweifel

#### PRESENTATIONS

1. [25-241](#) Quarterly Police Report, Quarter 1, 2025

*Police Chief Jeff Schroeffer presented the 2025 Quarter 1 statistics giving an overview of calls for service, Group A crimes, Group B crimes and noteworthy events. National Police Week is May 12 through May 18. Schroeffer answered questions from the Council.*

#### CONSENT AGENDA

**A motion was made by Council Member Ness, seconded by Council Member Beumer, to approve the Consent Agenda. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, and Mayor Zweifel

2. [25-242](#) Consider Approval of April 15, 2025 City Council Meeting Minutes.

**A motion was made by Council Member Ness, seconded by Council Member Beumer, to approve the Consent Agenda. The motion carried by the following vote:**

3. [25-243](#) Consider Approving Disbursements totaling \$3,640,293.96

Enactment No: M2025-051

4. [Res. 2025-042](#) Consider Amendments to Board and Commission Rules of Business and Appendices.

5. [25-244](#) Consider Approval of a Temporary Liquor License for The Meetinghouse LLC dba Chapel Brewing for June 19, 2025 at the Friends of Downtown Northfield Third Thursday Block Party.

Enactment No: M2025-052

6. [25-245](#) Approve miscellaneous/concessions license for Northfield Senior Citizens, Inc. DBA FiftyNorth Popcorn Wagon.

Enactment No: M2025-053

7. [Res. 2025-043](#) Consideration of a Conditional Use Permit for Loon Liquors, LLC to Operate a Microdistillery at 115 5th Street West.

8. [Ord. 1076](#) Second Reading of Ordinance No. 1076 Amending Chapter 30 - Health and Sanitation of the City Code Regarding Regulation of Cannabis Businesses, Lower-Potency Hemp Edible Retailers, and Events.

9. [25-246](#) Consideration of Summary Publication of Ordinance No. 1076 - Amending Chapter 30 - Health and Sanitation of the City Code Regarding Regulation of Cannabis Businesses, Lower-Potency Hemp, Edible Retailers and Events.

Enactment No: M2025-054

10. [Res. 2025-044](#) Consider Resolution Setting Fees and Penalties related to Chapter 30 - Health and Sanitation of the City Code, Article III - Regulation of Cannabis Retail Businesses, Lower-Potency Hemp Edible Retailers, and Events.

11. [Ord. 1077](#) Second Reading of amendments to Chapter 34 - Land Development Code related to cannabis.

12. [Ord. 1078](#) Second reading of ordinance updating Chapter 34 - Land Development Code related to rental licenses, tenant protections, and affirmatively furthering fair housing
13. [Res. 2025-045](#) Consider Approving Plans and Specifications and Order Advertisement for Bids for Mill Towns State Trail - Woodley Street to Waterford Bridge Project.
14. [Res. 2025-046](#) Consider Resolution Restricting Parking on the Industrial Drive turnaround.
15. [25-247](#) Consider Motion Approving Permanent and Temporary Easements for the 2025 Reclamation and Overlay Project.

Enactment No: M2025-055

16. [Res. 2025-047](#) Consider Resolution for the City of Northfield Granting Preliminary Approval of the Issuance of Conduit Debt for Standard Communities (Jefferson Square Townhomes Project).

## PUBLIC HEARINGS AND RELATED ACTION

17. [25-248](#) Public Hearing for the City of Northfield Approving Amendments to the Senior Housing Revenue Refunding Note (Northfield Retirement Community Project), Series 2013B and Authorizing Reissuance Thereof.

*Mayor Zweifel declared the Public Hearing open at 6:16 p.m. Community Development Director Jake Reilly introduced the item giving background on the reissuance of the Series 2013B Note stating the City needs to provide approval before the bonds can be reissued by the new owner of the property. This transaction will have no impact on the City as the borrower will pay all of the City and the HRA's fees and expenses.*

**A motion was made by Council Member Ness, seconded by Council Member Sokup, to close the Public Hearing at 6:19 p.m. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, and Mayor Zweifel

18. [Res. 2025-048](#) Consider Resolution for the City of Northfield Approving Amendments to the Senior Housing Revenue Refunding Note (Northfield Retirement Community Project), Series 2013B and Authorizing the Reissuance Thereof.

**A motion was made by Council Member Sokup, seconded by Council Member Holmes, to approve Resolution 2025-048 Approving Amendments to the Senior Housing Revenue Refunding Note (Northfield Retirement Community Project), Series 2013B and Authorizing the Reissuance Thereof. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, and Mayor Zweifel

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

19. [25-249](#)

Reports From the Mayor and Council Members.

*Councilor Beumer - EDA Meeting.*

*Councilor Holmes - Planning Commission Meeting.*

*Councilor Sokup - EQC Meeting; HRA Meeting.*

*Councilor Peterson White - Friends of Downtown Northfield Meeting.*

*Councilor Ness - No report.*

*Mayor Zweifel - Cinco de Mayo Event at Northfield Middle School; Asia Pasifika Event; Congrats to Natalie Draper and Angelica Linder for being named 2025 Library Journal's movers and shakers.*

## REGULAR AGENDA

20. [25-250](#)

Consider Approval of Construction Manager Guaranteed Maximum Price Amendment after bid of New Ice Arena.

*Public Works Director/City Engineer David Bennett introduced the item giving background information on the project. Brad Barickman, RJM Construction; Marc Lindvig, JLG Architects were present and Jenny Boulton, Kutak Rock LLP; and Nick Anhut, Ehlers and Associates were present virtually for questions. Barickman reviewed the bids received on April 24 to include 36 trade bid categories with 122 bids received for an average of 3.39 bids per trade category. The project budget set in February 2025 was \$25.8 million and the current project value after bid is at \$26.5 million. Bennett reviewed the partnership in financing the project along with the financing and the cost to the City to issue the bonds. The project will have a residential impact of about \$214 per year or \$18 per month. Barickman presented the project timeline with completion expected the summer of 2026. Alternate 1 with the precast stadium seating is the only alternate currently included in the bid. Alternate 2 with the dryland training area will only be included if the Northfield Hockey Association raises the additional \$187,247 in 60 days.*

*Barickman and Bennett answered questions from the Council.*

*Ruth Krus, 405 Juniper Avenue West, addressed the Council in support of the new ice hockey arena.*

*Patrick Tomzcik, 1203 Woodland Trail, addressed the Council against the new ice hockey arena and asking for the arena to be a vote of the citizens.*

*Carrie Carroll, Executive Director of Northfield Shares, addressed the Council in support of the new ice hockey arena.*

*Philip Spensley, 888 Cannon Valley Drive, addressed the Council in support of the new ice hockey arena.*

*Todd Bornhauser, 1202 Bluestem Court, addressed the Council in support of the new ice hockey arena.*

*Council discussed the project.*

**A motion was made by Council Member Beumer, seconded by Council Member Peterson White, to approve the Construction Manager Guaranteed Maximum Price (GMP) Amendment after bid of the new ice arena with RJM Construction**

including Alternate 1 - Precast Stadium seating. The motion carried by the following vote:

**Yes:** 4 - C. Ness, C. Holmes, C. Peterson White, and C. Beumer

**No:** 2 - C. Sokup, and Mayor Zweifel

Enactment No: M2025-056

21. [Res. 2025-049](#) Consider Resolution Approving of Donation Agreement with Northfield Hockey Association for the New Ice Arena.

*Public Works Director/City Engineer David Bennett introduced the item giving background on the donation agreement with the Northfield Hockey Association for the Northfield Ice Arena Project.*

**A motion was made by Council Member Holmes, seconded by Council Member Beumer, to approve Resolution No. 2025-049 Approving A Donation Agreement and Exhibits for the Northfield Ice Arena Project. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, and Mayor Zweifel

## RECESS

*Council recessed at 7:33 p.m. Council meeting resumed at 7:42 p.m.*

22. [Res. 2025-050](#) Consideration of the Comprehensive Plan 2045 Adoption.

*Community Development Director Jake Reilly introduced the item giving background information on the item. Comp Plan Steering Committee Chair Betsy Buckheit and Planning Commission Chair Bill Kuhlmann were in attendance. Reilly answered questions from the Council.*

**A motion was made by Council Member Holmes, seconded by Council Member Peterson White, to approve Resolution 2020-050 Adopting the 2025 Comprehensive Plan.**

**A motion was made by Council Member Sokup, seconded by Mayor Zweifel, to amend the motion to Adopt the 2045 Comprehensive Plan removing the map on Page 45 of the Plan that includes car ownership. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, and Mayor Zweifel

**A motion was made by Council Member Peterson White, seconded by Council Member Sokup, to postpone Resolution 2025-050 Adopting the 2045 Comprehensive Plan until the May 20, 2025 Council Meeting. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, and Mayor Zweifel

23. [Res. 2025-051](#) Consider action and summary of conclusions of the evaluation of the performance of Ben Martig, City Administrator, pursuant to Minn. Stat. §13D.05, subd. 3.

Mayor Zweifel introduced the item reporting on the City Administrator's performance review from the May 5, 2025 special closed meeting. Mr. Martig did not request that such meeting be open to the public. As a result, the evaluation of Mr. Martig's performance took place in a closed meeting as provided under Minnesota Open Meeting Law.

Mayor Zweifel provided a summary of conclusions reached by the City Council from the May 5, 2025 evaluation: Northfield's elected officials are satisfied with their City Administrator Ben Martig's leadership in the last year. Mr. Martig continues to receive recognition for implementation of multiple projects throughout the City. Engagement with the community is ongoing. The Council is pleased with the quality of City Staff and Ben as their leader. The City Council has expressed, through this review process, a desire for Mr. Martig to continue as their City Administrator for the upcoming year.

**A motion was made by Council Member Sokup, seconded by Council Member Peterson White, to approve Resolution No. 2025-051 Approving a Salary Increase for City Administrator Ben Martig to include an increase to Step 6 (1 step) of pay grade ZZ under the City of Northfield's Base Pay Schedule for 2025 effective May 2, 2025. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, and Mayor Zweifel

## ADMINISTRATORS UPDATE

### 24. [25-251](#)

#### City Administrator's Update.

*City Administrator Ben Martig thanked the Council for the professional review stating it is an honor and privilege to serve Northfield as City Administrator for another year.*

## ADJOURN

**A motion was made by Council Member Ness, seconded by Council Member Beumer, to adjourn the meeting at 8:33 p.m. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, and Mayor Zweifel