



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, January 22, 2019

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:04 pm.

Present: 6 - Council Member David DeLong, Council Member Clarice Grabau, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Erica Zweifel, and Mayor Rhonda Pownell

Absent: 1 - Council Member Jessica Peterson White

APPROVAL OF AGENDA

Mayor Pownell noted items in the supplemental memos. Changes to the agenda include moving item #9 from the consent agenda to the regular agenda and adding Resolution 2019-011 - Approving National Day of Racial Healing Proclamation.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve the revised agenda as noted. The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

APPROVAL OF MINUTES

1. [19-668](#) January 8, 2019 City Council Meeting Minutes.

A motion was made by Council Member Nakasian, seconded by Council Member Grabau, to approve the January 8, 2019 City Council Meeting Minutes. The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

PRESENTATIONS

2. [19-669](#) Climate Action Plan Advisory Board (CAPAB) Update.

Removed from the agenda.

CONSENT AGENDA

City Administrator Martig introduced the items on the consent agenda.

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

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

3. [Ord. 1001](#) Consider Ordinance for Human Rights Commission Amendment to City Code Section 2-337.
4. [Res. 2019-006](#) Consider Resolution approving Amendment to Development Agreement for Hills of Spring Creek 8th Addition.
5. [Res. 2019-007](#) Consider Resolution Amending Lot 5 Contract Extension Agreement.
6. [Res. 2019-008](#) Consider Resolution accepting the recommendations of the Northwest Area Land Use Consultant and Process Advisory Committee and Concluding the Committee status as an Advisory Committee
7. [19-670](#) Consider Approving Disbursements totaling \$1,700,787.34
8. [19-671](#) Consider Approval of Mayoral Board/Commission Appointments.
10. [19-672](#) Consider Approval of Amended and Restated Consultant Service Contract for Youth Investment Program with Youthprise and Northfield Healthy Community Initiative related to the Northfield Mayor's Youth Council and the Northfield Alliance for Substance Abuse Prevention.
12. [19-673](#) Approve Costs for Mayor Pownell to attend the National League of Cities Congressional City Conference
13. [19-674](#) Consider Motion to Authorize the Purchase of a Camera System for the City's Infrastructure Televising System.

OPEN PUBLIC COMMENTS

Enrique Reyes Dominquez, stated he was thankful for what Northfield has given to him. Thanked the City Council for appointing him to the Human Rights Commission. He is happy to give back to community by serving on the Human Rights Commission.

Mar Valdecantos, Human Rights Commission, thanked the City Council for approving Human Rights Commission appointments. Stated she wants people to be heard and to be at the table.

PUBLIC HEARINGS AND RELATED ACTION

14. [19-675](#) Public Hearing for Ordinance vacating unused ROW in Park Pointe subdivision

Mayor Pownell opened the public hearing at 6:13 pm.

Community Development Director Baker introduced this item. Public Works Director/City Engineer Bennett provided additional information on this item.

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

Zweifel, to close the Public Hearing at 6:15 pm The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

15. [Ord. 1003](#) Consider Ordinance vacating unused ROW in Park Pointe subdivision.

A motion was made by Council Member Grabau, seconded by Council Member DeLong, to approve the First Reading of Ordinance No. 1003 - Vacating Right Of Way in Park Pointe Subdivision. The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

REGULAR AGENDA

16. [Res. 2019-010](#) Consider Ordering the Improvement and Preparation of Plans and Specifications for the 2019 Street Reclamation Project.

Engineering Manager Simonson introduced this item and answered questions posed by Council. Public Works Director/City Engineer provided additional information on this item and answered questions posed by Council.

Ruth Neuger, President of St. Johns Church, suggested communicating notice of meetings in a way that makes it easy for people to be aware and to attend meetings. Spoke regarding the three major users in this area Longfellow School, St. Johns Church and the Northfield Arts Guild. Asked for an increase in traffic calming measures and suggested a bumpout at Poplar & Third Street. Noted many people are crossing the street mid block after Arts Guild performances in the dark.

Tim Peterson, Northfield Arts Guild, expressed appreciation for things being looked at in advance. Looking at relocating plays depending on timing of the project. Noted the Arts Guild did not request the plaza and just learned of it at the meeting. Stated they are not against it and are in support of traffic calming.

Jim Anway, 517 3rd Str. W., spoke regarding crossing Highway 3 and in support of the quiet zone idea. Spoke regarding speed and type of traffic on 3rd Str. Stated he looks at the improvements as a useful tool in slowing speeds down. Noted he had previously filed an online complaint about speed in the area. Spoke regarding accidents in this area.

Dave Neuger, Facilitator of Northfield Roundtable and member of St. John's Church. Spoke on behalf of the Northfield Roundtable, stated the plan is consistent with the framework plan. The design concept fits well from a community perspective. Stated the plaza at the Arts Guild makes good sense from a safety perspective. Feels improving safety and aesthetics is a good match. Spoke in favor of what is proposed.

A motion was made by Council Member Nakasian, seconded by Council Member Zweifel, to approve Resolution 2019-010 - Ordering Improvement and Preparation of Plans and Specifications for 2019 STRT-A42 2019 Street Reclamation Project.

A motion was made by Council Member Ness, seconded by Council Member DeLong, to amend the resolution, by adding the plaza in front of the Arts Guild is removed from the concept plan. The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel and Mayor Pownell.

Vote on Resolution 2019-010 as amended. The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

Recess

The City Council took at break at 7:48 pm. The meeting resumed at 7:54 pm.

9. **Ord. 1002** Consider Amending City Code Chapter 50, Sec. 50-86 - Disorderly Conduct.

City Attorney Hood introduced this item and answered questions posed by council.

A motion was made by Council Member Ness, seconded by Council Member DeLong, to approve the First Reading of Ordinance No. 1002 - Amending City Code Chapter 50, Sec. 50-86 Disorderly Conduct. The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

17. [19-676](#) Consider Approval of Amendments to Council Rules of Business and Appendices.

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

A motion was made by Council Member Nakasian, seconded by Council Member Zweifel, to approve the City Council Rules of Business and related appendices with proposed Option C related to additions to the agenda. The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

18. [19-677](#) Consider Approval of 2019 City Administrator Performance Evaluation Process.

Communications & Human Resources Director Mahowald introduced this item and answered questions posed by Council.

A motion was made by Council Member DeLong, seconded by Council Member Ness, to approve the 2019 City Administrator Performance Evaluation Process recommended by the Council Employment Policy Committee. The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

[Res. 2019-011](#) Approving A National Day of Racial Healing Proclamation

City Administrator Martig introduced this item. Mayor Pownell provided additional information related to this item.

A motion was made by Council Member Nakasian, seconded by Council Member Grabau, to approve Resolution 2019-011 - Approving a National Day of Racial Healing Proclamation. The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

ADMINISTRATORS UPDATE

City Administrator Martig noted there will be a City Administrator's update coming out next week. Thanked the Human Rights Commission for the great Martin Luther King event and thanked those that participated. Extended congratulations to the Community Action Center for winning the award. Noted the Transportation Committee will have their kickoff meeting this week. The PARC Committee is holding their second round meeting tomorrow.

19. [19-678](#)

City Administrator's Update.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Ness - Attended the NAFRS organizational meeting. Attended the CVB meeting. The group is discussing future plans for Lisa Peterson's position since she is now the Chamber Director.

C. Zweifel - Attended the quarterly Intergovernmental meeting and reported on the HRA clean up events at Viking Terrace and Florellas. The Townships noted less debris being dumped in area since the event. Attended Mill Towns Trail Friends annual meeting. Attended EQC meeting and noted Janet Petri was elected chair for 2019. Reported on the HRA meeting held today. Noted they decided to use the \$63,000 CDBG allocation for mobile home repair. Attended the Northfield Hospital design review interview process. Attended the initial meeting of Riverfront Enhancement Advisory Committee.

C. Nakasian - Attended the Riverfront Enhancement Committee meeting. Reported on the Planning Commission meeting and ADU discussion. Noted Council will be getting a one page response on concerns.

C. Grabau - Attended the Intergovernmental meeting. Met with the Chair of the Climate Action Plan Advisory Board. Attended the Human Rights Commission meeting.

C. DeLong - Attended the Age Friendly meeting and noted they are currently meeting every 2 weeks. Attended the Intergovernmental meeting. Judged the poetry slam on Friday. Participated as a judge on age friendliness on Saturday at Minnesota Future City Regional Competition.

Mayor Pownell - distributed information from the Rice County Chemical Health Coalition elected officials meeting to the Council. NASAP, Chief Monte Nelson, and other organizations that serve a support roll also participated in the meeting. Attended meeting convened by Erin Bailey regarding childcare shortage in Northfield. They have submitted a crisis grant to work to address the issue. Attended the Riverfront Enhancement Advisory Committee meeting.

ADJOURN

A motion was made by Council Member DeLong, seconded by Council Member Ness, to adjourn the meeting at 8:54 pm. The motion carried by the following vote:

Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell