



City of Northfield

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

Meeting Minutes - Final City Council

Tuesday, September 10, 2024

6:00 PM

Council Chambers

Work Session

6:00 PM - CITY COUNCIL WORK SESSION AGENDA

CALL TO ORDER

Mayor Pownell called the meeting to order at 6:03 p.m.

Present: 7 - Council Member Brad Ness, Mayor Rhonda Pownell, Council Member Jami Reister, Council Member George Zuccolotto, Council Member Kathleen Holmes, Council Member Davin Sokup, and Council Member Jessica Peterson White

Also present: City Administrator Ben Martig, Police Chief Mark Elliott, Finance Director Brenda Angelstad, Liquor Operations Manager Brian Whitt, City Clerk Lynette Peterson, Community Development Director Jake Reilly, and Economic Development Coordinator Nate Carlson.

REGULAR AGENDA

1. [24-555](#) Review of Cannabis Related Ordinance Amendments.

City Administrator Ben Martig introduced Meleah Follen, Ashley Gardner, and Molly Titchenal, all with Healthy Community Initiative. Follen, Gardner, Titchenal, Martig, City Clerk Lynette Peterson, Liquor Operations Manager Brian Whitt, Finance Director Brenda Angelstad, Police Chief Mark Elliott, Community Development Director Jake Reilly and Attorney David Assaf have all been involved in the Cannabis ordinance review. Martig reviewed state law changes in regards to the legalization of Cannabis; the need for ordinance changes, Cannabis use background, local regulatory options that are being reviewed, tobacco ordinance related amendments and next steps in the process.

Follen, Assaf, Reilly, Elliott and Martig answered questions from the Council.

2. [24-556](#) Economic Development Authority (EDA) Update and Recommendation on Redevelopment Projects (5th Street and Washington Street / 5th Street and Water Street).

Economic Development Coordinator Nate Carlson introduced the item presenting on the 5th and Washington Downtown Redevelopment. He reviewed the EDA process including the timeline. Liquor Operations Manager Brian Whitt presented information regarding the liquor store development. Community Development Director Jake Reilly reviewed the parking concept for the development, additional policy documents, priorities and concerns. Consultant Bruce Jacobson added information regarding public spaces for people. Reilly continued with information regarding the housing concept of the

development including draft concept designs. Carlson and Reilly presented next steps in the development. Whitt, Martig, Reilly and Carlson answered questions from the Council.

Recess

Council recessed at 8:34 p.m. Council meeting resumed at 8:44 p.m.

Extend the Meeting

A motion was made by Council Member Peterson White, seconded by Council Member Holmes, to extend the meeting until business is complete. The motion carried by the following vote:

Yes: 7 - C. Ness, Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and C. Peterson White

3. [24-557](#) 2025-2026 Budget Worksession.

City Administrator Ben Martig presented on the 2025-2026 budget timeline and key milestones; preliminary General Fund and Citywide Levy, staffing alternatives and next steps. Finance Director Brenda Angelstad added information regarding the Budget Analyst position. Martig further highlighted other position summaries presenting the Council with 4 options for staffing considerations: Option A - Preliminary Levy at 15.8% with no additional staffing recommendations; Option B - Preliminary Levy at 16.4% with Budget Analyst position only; Option C - Preliminary Levy at 17.2% with Budget Analyst position; mid-year start for Lead Mechanic and Street Supervisor; and Option D - Preliminary Levy at 17.2% with Budget Analyst position and Lead Mechanic position starting at the beginning of the year.

Martig and Angelstad answered questions from the Council.

A majority of the Council supported Option D for the Preliminary Levy.

Next steps include approving the preliminary budget and levy (maximum amount) at the September 17 Council Meeting, setting the public hearing date in December and approving the 2025 utility rates.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Holmes, to adjourn the meeting at 9:45 p.m. The motion carried by the following vote:

Yes: 7 - C. Ness, Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and C. Peterson White