



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, March 21, 2017

6:00 PM

Council Chambers

5:15 pm Closed Meeting; 6 pm Regular Meeting

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:00 pm.

Present: 5 - Council Member Greg Colby, Council Member David DeLong, Council Member Brad Ness, Council Member Jessica Peterson White, and Mayor Rhonda Pownell
Absent: 2 - Council Member Suzie Nakasian, and Council Member Erica Zweifel

APPROVAL OF AGENDA

C. DeLong noted questions on item #8 and asked to remove from the consent agenda.

A motion was made by Council Member Ness, seconded by Council Member Colby, to approve the agenda.

A motion was made by Council Member DeLong, seconded by Council Member Colby to amend the motion to move item 8 from the consent agenda to the regular agenda. The vote on the amendment carried by the following vote:

Yes: 4 - C. Colby, C. DeLong, C. Ness, and Mayor Pownell

No: 1 - C. Peterson White

The motion carried by the following vote:

Yes: 5 - C. Colby, C. DeLong, C. Ness, C. Peterson White, and Mayor Pownell

APPROVAL OF MINUTES

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve the March 7, 2017 meeting minutes. The motion carried by the following vote:

Yes: 5 - C. Colby, C. DeLong, C. Ness, C. Peterson White, and Mayor Pownell

2. [17-719](#)

CONSENT AGENDA

City Administrator Martig introduced the consent agenda items.

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

Yes: 5 - C. Colby, C. DeLong, C. Ness, C. Peterson White, and Mayor Pownell

3. [17-720](#) Consider Approving Disbursements totaling \$773,106.14
4. [17-721](#) Approve Costs for Mayor Pownell to attend the Minnesota Mayors Association & League of Minnesota Cities Annual Conferences
5. [Res. 2017-021](#) Consider Resolution Ordering Special Election to Fill the Vacancy for Council Member At-Large
6. [17-722](#) Approve Refuse Licenses
7. [17-723](#) Approve Vehicle for Hire License Renewal
9. [17-725](#) Consider Approval of Project Pre-Construction Cost Agreement for NAFRS Facility Upgrade.
10. [17-726](#) Consider approval of Project Management Agreement for NAFRS Facility Upgrade Project.
11. [17-727](#) Consider Approval of AIA Document B132 - 2009 Standard Form of Agreement Between Owner and Architect, Construction Manager as Adviser Edition with DJ Medin Architects.
12. [17-728](#) Consider Approval of AIA Document C132 - 2009 Standard Form of Agreement Between Owner and Construction Manager as Adviser with Professional Contractors, Inc. d/b/a ProCon for the Northfield Area Fire and Rescue (NAFRS) Facility Upgrade.

OPEN PUBLIC COMMENTS

Bonnie Jean Flom, 1009 Greenleaf Court and Chair of the Arts & Culture Commission (ACC), provided a brief update on the activities of the ACC. Noted that both the sidewalk poetry and poet laureate programs were made possible through SEMAC grants. Stated the ACC is looking forward to the Board & Commission Strategic Planning Session on April 6.

David Ludescher, 915 Washington Str. S. and Chair of the Charter Commission. Asked Council to respond to his questions regarding funding for the hotel project to Big Ten LLC. Noted he received a response from Mr. Martig and stated that he didn't ask for City Administrator Martig's or City Attorney Hood's opinion. Stated the project has a direct cost to the City. Asked if the Council was going to ignore the Charter Commission. Noted a lawsuit is possible.

Victor Summa, 812 St. Olaf Ave., stated agreement with Mr. Ludescher. Noted he had written a letter to three council members requesting the hotel issue be placed on a future meeting for a public discussion. Asked Council not to ignore the Charter Commission.

REGULAR AGENDA

8. [17-724](#) Authorize the Purchase of Four Squads and the Sale/Trade of Four Squad Cars for the Northfield Police Department

Police Chief Nelson introduced this item and answered questions posed by Council.

A motion was made by Council Member DeLong, seconded by Council Member Colby, to authorize:

A. The purchase of four squad cars (two marked squads and two unmarked squads) as follows: Three 2016 Ford Interceptor Utility SUV's, from Dokmo Ford Purchase Price: \$28,629.00 each Total = \$85,887; One, Dodge Caravan, from Dokmo Ford-Chrysler, Purchase Price: \$24,289

B. The sale at auction, or trade of four used, squad cars as follows: Two, 2013, Ford Interceptor Sedan, Marked Squads; One, 2008, Ford Expedition, Unmarked Squad; One, 2010, Dodge Caravan, Unmarked Squad

The motion carried by the following vote:

Yes: 5 - C. Colby, C. DeLong, C. Ness, C. Peterson White, and Mayor Pownell

13. [17-729](#) Ice Arena Market Study Presentation

*Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council. Jeff King, Ballard*King & Associates, reviewed information on the Ice Arena Market Study and answered questions posed by Council.*

14. [Res. 2017-022](#) Consideration to Accept Trunk Highway 246 and Jefferson Parkway Intersection Control Initial Findings Report.

Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council. Mr. Thomas Sohrweide, SEH, answered questions posed by Council.

Victor Summa, 812 St. Olaf Ave., stated that the roundabout appears impractical. Noted as an older driver he doesn't feel good on roundabouts.

Stephen Aldrich, speaking on behalf of Cornerstone Community Church, asked about the sidewalk being proposed along the church property. Noted it doesn't connect to anything at this time. Asked why pedestrians can't cross at Marvin Lane.

Jon Denison, Northfield, agreed that something needs to be done at 246. Asked if we are trading one public safety hazard for another with the roundabout. Asked if public safety and MnDOT have been consulted. Asked about semis and farm implements using a roundabout. Asked council to be cautious with this.

Don McGee, 710 Highland Ave., asked about the timing of the plan and what the city was going to do in the meantime. Stated he has seen no reference to the new high school and asked how that will affect the traffic patterns at this intersection.

At Mayor Pownell's request, Public Works Director/City Engineer Bennett addressed questions noting that the sidewalk goal is to get sidewalks to a location that the public can access and the proposed crosswalk location at the school provides a safer location for pedestrians to cross rather than at Marvin Lane. Spoke regarding safety of roundabouts, analysis shows that they are safer with less fatalities and lower speeds, lessen severity of right angle crashes as well shorter pedestrian crossing distances.

Statistics show roundabouts are safer than a traffic signal or stop signs. The study sets the stage for the improvements. Will work with MnDOT to facilitate the roundabout for their state highway to get it fixed and accelerate improvements as soon as possible. Noted the School District has been part of the stakeholder group. The ingress and egress from the potential new High School site is unlikely to change a great deal from current locations or affect the intersection. Noted the improvements that can be done in advance of the roundabouts.

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve Resolution 2017-022 - Accepting the Trunk Highway 246 and Jefferson Parkway Intersection Control Evaluation Report and Traffic Impact Analysis Report. The motion carried by the following vote:

Yes: 4 - C. Colby, C. Ness, C. Peterson White, and Mayor Pownell

No: 1 - C. DeLong

15. [Res. 2017-023](#) Consider Approving Implementation of Certain Components of Job Classification and Compensation Study

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

A motion was made by Council Member DeLong, seconded by Council Member Colby, to approve the Resolution. The motion carried by the following vote:

Yes: 5 - C. Colby, C. DeLong, C. Ness, C. Peterson White, and Mayor Pownell

16. [17-730](#) Consider Approval of City Council Rules of Business.

Victor Summa, 812 St. Olaf Ave., noted he was confused by the packet and that the issue is too complicated. Spoke regarding public comment. Asked Council to convey to the listening audience what they are talking about and to be more deliberate and specific with information delivered. Noted that council is trying to control a very few people that are as interested in the business of the City as they are.

Don McGee, 710 Highland Ave., noted Charter language and that it is the Council's job to figure out what works. Thinks current process discourages citizens from coming to speaking. Should be encouraging people to come and speak at the meeting and feels people are afraid to come and speak at meetings.

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to remove the item from the table as postponed on March 7. The motion carried by the following vote:

Yes: 5 - C. Colby, C. DeLong, C. Ness, C. Peterson White, and Mayor Pownell

No: 0

Council voted on the amendment postponed from the March 7 meeting as follows:

A motion was made by Council Member Ness, seconded by Council Member Nakasian, to amend the motion by striking the following words in the second sentence of 8., "before the start of the meeting" and strike the first bulleted item "Preregister to speak before the start of the meeting." The motion failed by the following vote:

No: 5 - C. Colby, C. DeLong, C. Ness, C. Peterson White, and Mayor Pownell

Council voted on the the main motion postponed from the March 7 meeting as follows:

A motion was made by Council Member Zweifel, seconded by Council member Peterson White, to approve the attached City Council Rules of Business/Meeting Rules, Rules of Order and Rules of Decorum and chooses seating assignment option B to be incorporated into the final document. The motion failed by the following vote:

No: 5 - C. Colby, C. DeLong, C. Ness, C. Peterson White, and Mayor Pownell

A motion was made by Council Member. Peterson White, seconded by Council Member Ness, to approve the attached Rules of Business/Meeting Rules, Rules of Order and Rules of Decorum and chooses seating assignment option B to be incorporated into the final document, including proposed language that proclamations will be in the form of a resolution and submitted to the Council for consideration and approval. The motion carried by the following vote:

Yes: 4 - C. Colby, C. Ness, C. Peterson White, and Mayor Pownell

No: 1 - C. DeLong

17. [Res. 2017-024](#) Consider Resolution Opposing Pre-Exemption Laws.

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

A motion was made by Council Member Peterson White, seconded by Council Member Colby, to approve Resolution 2017-024 - Supporting Local Decision Making Authority with striking the word "businesses" from the last line of the Now Therefore Be It Resolved statement. The motion failed by the following vote:

Yes: 3 - C. Colby, C. Peterson White, and Mayor Pownell

No: 2 - C. DeLong, and C. Ness

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Colby - Reported on the March 15 meeting of the Parks & Trails Council of Minnesota. The group met with Representative Garofalo, Senator Jasinski, Senator Draheim, and the speaker of the house. The group talked about the Mill Towns Trail regarding funding and opposing motor vehicles on the trail.

C. DeLong - Reported on the Planning Commission meeting where they discussed and received an update on the Mill Towns Trail.

C. Peterson White - Reported on the March 16 NAFRS Board meeting. They approved the agreements that were on the council agenda tonight, received a positive audit report, approved hiring 4-6 firefighters in 2017, and discussed the facility project.

C. Ness - Noted CVB board meeting was cancelled. Attended the Northfield Ice Arena Advisory Board meeting.

During reports of Council, City Clerk Little noted that the previous item, Resolution 2017-024, did not pass due to the Charter requirement of "an affirmative vote of a majority of all the members of the council shall be required for the passage of all ordinances and resolutions...", which is 4 votes. Council reconsidered this item and then returned to the Mayor and Council reports.

Mayor Pownell - Reported on attendance at the National League of Cities Washington DC conference. Noted it was a productive time meeting with Senator Klobuchar, Senator Franken's legislative aide. Met with Representative Emmer, Representative Paulsen and Representative Lewis. Noted it was a great opportunity to discuss issues

important to Minnesota cities including small cell wireless, transportation funding, funding for water infrastructure and several other items.

[Res. 2017-024](#)

Consider Resolution Opposing Pre-Exemption Laws.

A motion was made by Council Member Ness, seconded by Council Member Colby, to bring Resolution 2017-024 back for reconsideration.

A motion was made by Council Member Ness, seconded by Council Member Colby, to approve Resolution 2017-024 - Supporting Local Decision-Making Authority with amending the end of the last line in the Now Therefore Be It Resolved to read "businesses and/or constituents".

A motion was made by Council Member Peterson White, seconded by Council Member DeLong, to amend the motion to correct the misspelling of hereby, and to reword the sentence to read "non profits, businesses, and their constituents.

The motion carried by the following vote:

Yes: 5 - C. Colby, C. DeLong, C. Ness, C. Peterson White, and Mayor Pownell

Vote on Resolution 2017-024 as amended, the motion carried by the following vote:

Yes: 4 - C. Colby, C. Ness, C. Peterson White, and Mayor Pownell

No: 1 - C. DeLong

ADMINISTRATORS UPDATE

City Administrator Martig noted League of Minnesota Cities legislative event attendance on Thursday as well as staff will be attending the next GARE meeting on Wednesday. Noted upcoming strategic planning meetings and items. Discussed board/commission recognition event scheduled for April 26 @ 6:30 pm. Reported that Finance Director Lammers has submitted her resignation effective April 7. Currently working on transition issues. Met with City Auditor Abdo, Eick & Meyers (AEM), on audit review and working on year end audit issues. Working with AEM on contract development for interim Finance Director services and will bring to for Council consideration on April 4. Noted upcoming Council items for April 4 including: discussion of Sunday liquor sales and operational impacts; and noted proposed 5:15 closed session related to sale of property. Discussed the Planning Commission review of the Mill Towns Trail project. Noted this will lead to an amendment of comprehensive plan, including Planning Commission and City Council approval if it moves forward. This item is not currently scheduled for City Council. Will follow up on processes for this. Will be attending Charter Commission meeting on March 23. Noted Council can interpret the Charter and that the City used special legal counsel to review all areas of the complex issue related to the hotel project. Legal counsel has provided a full legal opinion and Council followed the Charter and all laws. Noted that TIF financing is related to new tax values and does not take away from the existing tax base. Therefore, it is misleading to say current tax payers are paying for the project.

18. [17-731](#)

ADJOURN

A motion was made by Council Member Colby, seconded by Council Member Ness, to adjourn the meeting at 8:59 pm. The motion carried by the following vote:

Yes: 5 - C. Colby, C. DeLong, C. Ness, C. Peterson White, and Mayor Pownell