



# City of Northfield

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

## Meeting Minutes - Draft City Council

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Tuesday, February 12, 2019

6:00 PM

Council Chambers

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

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

**Present:** 7 - Council Member David DeLong, Council Member Clarice Grabau, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Jessica Peterson White, Council Member Erica Zweifel, and Mayor Rhonda Pownell

### APPROVAL OF AGENDA

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

**Yes:** 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

### APPROVAL OF MINUTES

1. [19-686](#) January 15, 2019 Work Session Meeting Minutes.

**A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve the January 15, 2019 Work Session Minutes. The motion carried by the following vote:**

**Yes:** 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

2. [19-687](#) January 22, 2019 City Council Meeting Minutes.

**A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve the January 22, 2019 City Council Meeting Minutes. The motion carried by the following vote:**

**Yes:** 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

### PRESENTATIONS

3. [19-688](#) Climate Action Plan Advisory Board (CAPAB) Update.

*Public Works Director/City Engineer Bennett introduced Alex Miller, Climate Action Plan Advisory Board (CAPAB) co-chair. Miller provided an update on CAPAB current progress, noted the rescheduled meeting with the consultant from 6-9 pm at FiftyNorth on Wednesday and the upcoming educational event on February 28, 7 - 8:30 pm at the Northfield High School auditorium.*

4. [19-704](#) Update on the Age Friendly Northfield Action Plan

*Chris Ellison and Shelly Holden provided an update on the Age Friendly Northfield Action Plan. Noted they are working with a steering committee and referenced the progress report. Reviewed results of the community survey and next steps. Noted in addition to the money received from the City of Northfield, they also received \$5,000 from Northfield Shares. The group will be doing presentations to service groups, fundraising, and working on getting people involved. Hoping to work with City staff on communications.*

## CONSENT AGENDA

*City Administrator Martig introduced the items on the consent agenda.*

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

**Yes:** 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

5. [19-689](#) Consideration of Motion Approving the Contract with Cannon River Water Partnership.

6. [19-690](#) Consider Approving Disbursements totaling \$1,809,368.24

7. [19-691](#) Consider Accepting the Agriculture Land Lease for Hauberg Woods.

8. [19-692](#) Consider Approval of Mayoral Board/Commission Appointments.

9. [Ord. 1002](#) Consider Amending City Code Chapter 50, Sec. 50-86 - Disorderly Conduct.

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

11. [Res. 2019-012](#) Approve Rice County Road Maintenance Agreement.

## OPEN PUBLIC COMMENTS

*Don McGee, 710 Highland Ave., spoke regarding Safe Routes to School and students walking to Greenvale School. Noted students walking down the middle of the street on Ivanhoe. Asked Council to direct staff to look at the street and design sidewalks for the children.*

*Olivia Frey, 401 Highland Ave., spoke in support of option C for the ADU ordinance. Believes 20% rule was a mistake when enacted and noted that the irresponsible behavior continued after the rule. Suggested the City make landlords and renters accountable rather than punishing those that need affordable housing.*

*David Ludescher, Northfield, spoke regarding visiting Waterford Township. Stated he was disappointed in Northfield for stopping payments to Waterford and spending tax payers money fighting with Waterford. Ludescher suggested that Waterford quit the intergovernmental affairs committee and noted he offered his services for free to mediate between Northfield and Waterford.*

Mar Valdecantos, 6 Fareway Dr., spoke in support of the ADU ordinance and noted the need for affordable housing in Northfield. Asked Council to create a sidewalk by Cornerstone Church to High School as part of the 246/Jefferson Parkway roundabout project.

Cliff Clark, 718 Fourth Str. E. and a member of the HPC. Noted he was a strong supporter of the ADU concept. However, he believes the language in the options is too vague and abstract. Spoke regarding issues of scale, taxes, fire code, and preserving the character of the neighborhood have to be explored. Noted issues with a rental next door with 4-6 cars and they don't shovel or rake. Feels it makes the most sense when owner is on site. Asked Council to take a further look at ADU's to pin down the type and compatibility of unit.

Alexis Valeriano, 303 Viking Terrace, stated he came to Northfield in 3rd grade and is currently a St. Olaf student. He noted his family has moved many times and affordable housing is hard to find in the Northfield. He is hoping to stay here after college and may need to use an ADU unit. Hopes Council considers the people that need affordable housing. Noted this is a difficult process, but encouraged Council to take the next step. Spoke in support of Option C.

Kathryn Lozada, 1208 Lia Drive and a member of ISIAH. Encouraged Council to support the ADU ordinance. Feels this is the first step in relieving the affordable housing pressure and low vacancy rate. Encourages safe and affordable housing. Asked Council to pass an ordinance with exemptions from parking and 20% rule.

Jim Anway, 517 3rd Str. W., spoke in support of the ADU changes. Noted he is a landlord of property that might fit the description. He could expand the current dwelling and build an ADU. Noted this would also expand the tax base.

## REGULAR AGENDA

12. [Ord. 1000](#) Consider Ordinance revising Accessory Dwelling Unit regulations in Chapter 34 - Land Development Code

City Planner Tempel introduced this item and answered questions posed by Council.

Betsey Buckheit, 610 Union Str. and member of the Planning Commission. Noted she was not speaking on behalf of the Planning Commission. Spoke regarding what she believes the Planning Commission was trying to do with the ADU ordinance, specifically meet the Strategic Plan goals on affordable housing, equity and climate change with building more compactly. Stated ADU's are a flexible tool to give to property owners. Leaves most of the decisions to property owners, removes barriers, and lowers or eliminates costs. Feels it would be a problem if ADU's are subject to Building Area Ratios. Stated that if there are locations in town where people don't need parking, it should not be required.

Alice Thomas, 418 College Str. spoke in support of ADU's noting they are one in a set of tools to use. Asked that additional time be given to get a better understanding of implications and to allow citizens to get their heads around the changes. Feels the ordinance needs more work on maximum mass, height, and footprint of the ADU, as well as the extension of off-street parking. Feels this is not an all or nothing issue and the City could implement what seems likely to work here and then proceed incrementally. More time and community involvement would allow for a revised ordinance to be put

together.

*Don McGee, 710 Highland Ave., spoke regarding needing more time and the need for affordable housing. Not convinced that ADU's will equal affordable housing. Stated houses may be affordable in other communities, but not affordable in Northfield. Spoke regarding college students living off campus and the competition it creates in the rental market. Encouraged having the colleges at the table when making plans for affordable housing.*

**A motion was made by Council Member Ness, seconded by Council Member Nakasian, to postpone action until this item can be on a work session.**

**Council Member DeLong called the question. The motion failed by the following vote:**

**Yes: 2 - C. DeLong, C. Ness**

**No: 5 - C. Grabau, C. Nakasian, C. Peterson White, C. Zweifel and Mayor Pownell**

**A motion was made by Council Member Peterson White, seconded by Council Member Nakasian, to amend the motion to postpone to the Tuesday, April 9 Work Session. The motion carried on the following vote:**

**Yes: 5 - C. Grabau, C. Nakasian, C. Peterson White, C. Zweifel and Mayor Pownell**

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

**The amended motion to postpone carried by the following vote:**

**Yes: 6 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell**

**No: 1 - C. Zweifel**

## Recess

*The Council took a five minute break at 8:10 pm. The meeting resumed at 8:16 pm.*

### 13. [19-693](#)

Consideration of Authorization to Initiate a Request for Proposals (RFP) for TH 246 and Jefferson Parkway Project.

*Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council.*

*Betsey Buckheit, 610 Union Str., noted this project provides a chance to improve the area and consider non vehicle traffic. Asked Council to make sure staff gets people that will design facilities that will help us, to think about how we measure what it is important to us, and how to center people in our projects.*

**A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve the authorization to initiate the Request for Proposals (RFP) for TH 246 and Jefferson Parkway Project with the following language used for paragraph #3 in the introduction of the RFP:**

**The intersection of Hwy 246 and Jefferson Parkway serves as a connector to a wide variety of users. This intersection caters to dense populations of children, seniors and families, thus posing unique challenges. There is a lot going on in the area around this intersection, there are three public schools; Northfield High School, Northfield Middle School, Bridgewater Elementary, in addition Spring Creek Soccer Complex to the east, Northfield Community Resource Center (NCRC) which has community services, early childhood education, head start,**

community action center and the Senior Center to the west. In addition, Mill Towns State Trail routing will most likely follow Jefferson Parkway alignment, which drives the need for a possible underpass at TH 246. Agricultural traffic also utilizes TH 246 to make connections to HWY 3 and travel out of the City to the south. The successful bidder of this proposal will address the safety and vulnerability of each of these groups as the number one priority for this project. The East – West alignment of this intersection should be taken into account as drivers traveling east in the morning are driving into the rising sun. We ask that these unique circumstances be addressed by the bidder. We ask that the proposal provide information and feasibility for underpasses in all four (4) directions.

The motion carried by the following vote:

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

14. [19-705](#) Link Center Proposal Discussion.

*Library and IT Director Jensen introduced this item as well as Volunteer/Circulation Manager Laurie Kodet who will be managing these services. Jensen reviewed the proposal for the Library providing these services.*

## ADMINISTRATORS UPDATE

*City Administrator Martig provided update on the following items: weather challenges with operations, February orientation for boards/commissions, which will include the new welcoming video, saving dates for State of the City, board/commission recognition, and training. Noted the upcoming LMC legislative conference and provided information on the Pollco survey tool.*

15. [19-694](#) City Administrator's Update.

## ADJOURN

**A motion was made by Council Member Nakasian, seconded by Council Member Ness, to adjourn the meeting at 8:58 pm. The motion carried by the following vote:**

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell