



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, September 17, 2019

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:02 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

Mayor Pownell noted the supplemental memos and specifically moving items #17 & #18 from the regular agenda to the consent agenda. A request was also made to move #8 from the consent agenda to the regular agenda.

A motion was made by Council Member Ness, seconded by Council Member Zweifel, to approve the agenda as amended by moving items 17 & 18 to the consent agenda and item 8 to the regular agenda. The motion carried by the following vote:

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

APPROVAL OF MINUTES

1. [19-1084](#) September 3, 2019 City Council Meeting Minutes

A motion was made by Council Member Ness, seconded by Council Member Grabau, to approve the September 3, 2019 City Council Meeting Minutes. The motion carried by the following vote:

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

CONSENT AGENDA

City Administrator Martig introduced the consent agenda items.

C. Nakasian arrived at 6:06 pm.

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

2. [19-1085](#) Consider Motion Approving Storm Sewer easements for the 2016 Woodley

Street Project.

This Motion was approved.

Enactment No: M2019-125

3. [Res. 2019-095](#) Consideration of Resolution Adopting a Proposed 2019 Northfield Housing and Redevelopment Authority (HRA) Tax Levy Payable in 2020.
4. [Res. 2019-096](#) Consideration of Resolution Approval of a Minor Subdivision of Lot 1, Block 1, in Westside Third Addition and Lot 1, Block 2, in Westside Addition (Save The Depot Minor Subdivision).
5. [Res. 2019-097](#) Consider Limited Warranty Deed for the City of Northfield for Lot 1 Block 1 Depot Addition.
6. [Res. 2019-098](#) Consider Resolution of Support for the Mill Towns State Trail Joint Powers Board Bonding Request.
7. [19-1086](#) Consider Approving Disbursements totaling \$979,214.42.
Enactment No: M2019-126
9. [19-1087](#) Approve Memorial Park Parking Lot Agreement with Carleton College.
Enactment No: M2019-127
10. [19-1088](#) Consideration of Abdo Eick & Meyers Audit Contract 3-Year Extension.
Enactment No: M2019-128
11. [Res. 2019-100](#) Consider Resolution to authorize Budget Amendment to Transfer Funds to the Northfield Community Resource Center (NCRC) Operation Budget for Carpet Replacement and Rekeying the Building.
12. [19-1089](#) Consider Approval of Memorandum of Understanding for Law Enforcement Labor Services (LELS) Patrol Unit regarding change of Post Employment Health Plan benefit with Nationwide to Health Care Savings Plan with Minnesota State Retirement System.
Enactment No: M2019-129
13. [Res. 2019-101](#) Consider Resolution of Support for Support for the Waterford Township's Grant Application to the Minnesota Historical & Cultural Heritage Program for Restoration and Rehabilitation of the Historic Waterford Bridge.
17. [Res. 2019-104](#) Consider Adoption of Utility Rates for 2020.
18. [Res. 2019-105](#) Consideration of Resolution Adopting a Proposed 2019 Northfield Economic

Development Authority (EDA) Tax Levy Payable in 2020.

OPEN PUBLIC COMMENTS

Brett Reese, 612 Thye Court, spoke regarding the 5th Street Lofts parking. Noted he believes there is a need for parking and believes this is a great opportunity for a public private partnership. Spoke regarding the cost and noted it compares favorably to what is currently seen in the market place as noted by Community Development Director Baker.

REGULAR AGENDA

14. [Res. 2019-102](#) Consider Resolution Granting Conditional Use Permit for Drive-Through at 142 West 2nd Street.

City Planner Tempel introduced this item. Community Development Director Baker added additional details regarding staff review of site plan. Tempel and Baker answered questions posed by Council.

Will Schroeer, 206 Winona Str., spoke as a member of the Planning Commission regarding levels of service and noted that the Highway Capacity Manual identifies number of lanes as a factor that decreases level of service for walkers, bikers and people using wheel chairs. Speaking as a private citizen, Schroeer noted the proposal doesn't show him how he can walk to the bank. Spoke in favor of designs that work for people and that don't make them go out of their way.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve Resolution 2019-102 - Approving a Conditional Use Permit to Allow a Drive Through in the C1 Zone District at 142 W. 2nd Street.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to amend the Now Therefore Be It Resolved in the resolution as follows:

1. The Planning Commission's findings from its August 15, 2019, meeting, which are attached hereto and incorporated herein by reference as Exhibit A, are hereby adopted.

2. The Conditional Use Permit to allow a bank drive-through lane at 142 W 2nd Street, upon Lots 4 and 5, The Crossing of Northfield, Rice County, Minnesota to serve Premier Bank's new bank building to be constructed on said Property is hereby approved with the following conditions:

a. The applicant shall incorporate pedestrian design improvement and traffic calming as determined through site plan review, and shall include delineating the pedestrian network across driveways with matching sidewalk panels or alternate materials to distinguish the pedestrian space.

b. The applicant shall coordinate with staff and the underlying property owner to locate and install a crosswalk across the private roadway.

No changes to items #3 and #4.

The motion carried by the following vote:

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

Pownell

No: 2 - C. DeLong, C. Ness

Resolution 2019-102 as amended carried by the following vote:

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

15. [19-1090](#) Consideration of City Participation to construct public parking in the 5th Street Lofts Redevelopment Project.

Community Development Director Baker introduced this item.

Nate Stencil, Development Team, noted the public parking portion of the project adds a lot of complexity and from development standpoint it is better to not have this component. However, he noted his partners understand the need for parking and feel it is the right thing for Northfield and the downtown.

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to decline the Parking Facility Term Sheet. 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

Enactment No: M2019-130

16. [Res. 2019-103](#) Consider Resolution Providing for the Issuance and Sale of \$6,625,000 General Obligation Improvement and Abatement Bonds, Series 2019A and an Interfund Abatement Loan for Public Works Facility Improvements.

Finance Director Angelstad introduced this item. Nick Anhut, Ehlers & Associates, provided the results from the competitive sale of bonds. Noted five bids were received with very favorable results. The low bid was from Northland Securities. Standard & Poors affirmed the City's AA bond rating. Overall 2.03% interest rate. Will add just under \$234,000 in new debt levy on the city. Police refinancing rate received is 2.07%, a full interest point below the existing debt resulting in a net savings of \$340,000 against what is outstanding.

A motion was made by Council Member DeLong, seconded by Council Member Ness, to approve the Resolution 2019-103 - Providing for the Issuance and Sale of \$6,335,000 General Obligation Improvement and Abatement Bonds, Series 2019A and an Interfund Abatement Loan for Public Works Facility Improvements. 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

Recess

The Council took a break at 7:16 pm. The meeting resumed at 7:23 pm.

19. [Res. 2019-106](#) Consideration of Resolution Adopting a Proposed 2019 Total Tax Levy Payable in 2020, includes HRA & EDA.

City Administrator Martig introduced this item and provided information on the proposed

2019 Total Tax Levy and preliminary General Fund Budget.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve Resolution 2019-106 - Adopting a Proposed 2019/Payable 2020 Tax Levy with an 11.5% increase. The motion carried by the following vote:

Yes: 4 - C. Grabau, C. Peterson White, C. Zweifel, and Mayor Pownell

No: 3 - C. DeLong, C. Nakasian, and C. Ness

- 20. [Res. 2019-107](#)** Consideration of a Preliminary General Fund Budget and Establishing a Date and Time for the Public Hearing.

The following eComment was received:

Kathie Westlund. Good evening. I am unable to attend the city council meeting tonight due to working so will submit an ecomment. My name is Kathie Westlund and 40 year resident living on Lia Drive. I went back in my records to review my home's EMV, property taxes and percent of increase/decrease over the past five years as well as looking up city of Northfield levy rates over the same period. I've also researched Social Security COL increase and PERA COL increase which tells you I am retired (semi- I enjoy a part time job). Social Security COL increase has ranged from 0% to 2.8%; PERA 1% to 1.4%. We understand the fluctuation in investments, banks and economy. I strongly object to a 11.5% tax levy. A levy of 9.5% is greater than 2017 at 7% and 2018 at 8%. The theory of 'the bigger the purse, the more you'll carry' may apply here. Colleges and churches, a large contingent, do not pay property taxes. Does 'compatible cities' take this in consideration? 9.5% is plenty.

A motion was made by Council Member Peterson White, seconded by Council Member Zweifel, to approve Resolution 2019-107 - Adopting a Proposed 2020 General Fund Budget and Setting the Date and Time for the Public Hearing. 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

- 8. [Res. 2019-099](#)** Consideration of Resolution Extending Orderly Annexation Agreement.

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

During the question period, Mayor Pownell noted that C. DeLong's question was not germane to the resolution.

C. DeLong appealed the ruling of chair regarding germaneness. The motion was seconded by C. Ness. The motion failed by the following vote:

Yes: 1- C. DeLong

No: 6 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel and Mayor Pownell.

A motion was made by Council Member Ness, seconded by Council Member Peterson White, to approve Resolution 2019-099 - First Amendment to Joint Resolution for Orderly Annexation Extending OA-631 Northfield/Bridgewater Township Joint Agreement. 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

ADMINISTRATORS UPDATE

City Administrator Martig provided updates on the following: Thanked volunteers and staff for all their hard work during a successful DJJD weekend. Reported on the Hispanic Heritage Month celebration held last Saturday and noted the attendance doubled from the previous year. There will be additional events happening throughout the month. Noted the October work session will focus on budget. The construction on Division/7th Street is a combination of warranty work and some minor modifications/enhancements using contingency funds. With actions taken on Depot site on consent agenda, construction will be starting on the access drive for transit hub this week.

21. [19-1091](#)

City Administrator's Update.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Nakasian - Reported the Riverfront group meetings are going well. There are no budget recommendations yet.

C. Zweifel - Attended the EQC meeting where they commented on the draft Climate Action Plan. Noted the September 19 EV station ribbon cutting at 2 pm and the Climate Action Plan consultant presentation at 6 pm. Noted Carleton students planted over 200 trees on Saturday in the arb.

C. Ness - Attended the NAFRS Finance committee meeting and the Hospital project groundbreaking. Was honored to give the City greeting at the Heywood graveside service.

C. Grabau - Thanked staff for their work during DJJD. Noted the 6 pm Climate Action Plan presentation will be at the Weitz Center.

C. DeLong - Attended numerous DJJD activities and noted this is a good collaboration. Attended the kickoff event for the red chair project. Noted Community Resource Bank has offered to buy a trailer to transport the 50 chairs to events.

C. Peterson White - Noted the upcoming Northfield Annual Poetry Festival on September 28.

Mayor Pownell - Noted she attended many of the events already reported on. Thanked Council for all their work in getting to all these meetings and events.

ADJOURN

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to adjourn the meeting at 8:33 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