



# City of Northfield

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

## Meeting Agenda

### City Council

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Tuesday, September 23, 2025

6:00 PM

Council Chambers

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## 6:00 PM - CITY COUNCIL MEETING AGENDA

### CALL TO ORDER

Mayor: Zweifel

Councilmembers: Beumer, Dahlen, Holmes, Ness, Peterson White, Sokup

### OPEN PUBLIC COMMENT

*Open Public Comment is intended to receive public comment on matters of City business and/or topics under the jurisdiction of the City Council. Individuals who would like to have a question addressed may write their question on the back of the comment card and an appropriate person will follow up with them at another time. If the topic relates to an item later in the agenda individuals may speak at this time if that is their preference. However, they will be unable to comment again later on the same agenda item.*

*Individuals who pre-registered may take one opportunity to address the Council for up to two (2) minutes. After all individuals on the sign-up list have spoken, other individuals may speak if time permits. Open Public Comment will conclude by 6:20 p.m.*

### APPROVAL OF AGENDA

### PRESENTATIONS

1. [25-517](#) Age Friendly Northfield (AFN) Mid-Year Presentation.

**Attachments:** [1 - 2025 AFN Report to City Council](#)  
[2 - 2025 AFN Mid-Year Presentation](#)  
[3 - Age Friendly Northfield website](#)

### CONSENT AGENDA

*The proposed consent agenda is included on the agenda and shown on the screens in the Council Chambers. The purpose of a consent agenda is to allow for routine motions, resolutions, ordinances, and items previously discussed with consensus made, to be passed with one motion. These items are still important and necessary considerations and full background memo and materials have been prepared and are publicly available on the website and in the Council Chambers. City Council Members have had the opportunity to ask questions for clarification of consent agenda items in advance of the meeting and have had the opportunity to request an item be moved to the regular agenda for further discussion.*

2.     [25-518](#)             Consider Approval of September 9, 2025 City Council Meeting Minutes.
- Attachments:**     [1 - 09-09-2025 Council Meeting Minutes](#)
3.     [25-519](#)             Consider Approval of September 16, 2025 City Council Work Session Minutes.
- Attachments:**     [1 - 09-16-2025 Council Budget Work Session Minutes](#)
4.     [25-520](#)             Consider Approving Disbursements totaling \$2,862,585.74
- Attachments:**     [1 - Disbursements](#)  
                          [2 - Disbursements](#)
5.     [Res. 2025-090](#)        Consider Resolution Adopting Changes to Fees and Charges effective January 1, 2026.
- Attachments:**     [1 - Resolution Fees and Charges](#)  
                          [2 - 2026 Fees.redlined v.2](#)
6.     [Res. 2025-091](#)        Consider Resolution Eliminating the Council Finance Policy Subcommittee.
- Attachments:**     [1 - Resolution Eliminating the Council Finance Policy Committee](#)  
                          [2 - Resolution 2016-102 Roles Responsibilities Council Finance Policy Subcommittee](#)
7.     [Res. 2025-092](#)        Consider Resolution Creating Youth Substance Prevention Alliance Task Force.
- Attachments:**     [1 - Resolution Youth Substance Prevention Alliance Task Force](#)
8.     [25-521](#)             Consider Approval of Amended 2025-2027 Consultant Service Contract with Northfield Healthy Community Initiative (HCI).
- Attachments:**     [1 - 2025-27 HCI Youth Investment Contract - AMENDED.2 CLEAN DRAFT](#)  
                          [2 - 2025-27 HCI Youth Investment Contract - AMENDED.2 REDLINE DRAFT](#)
9.     [Res. 2025-093](#)        Consider Resolution Transitioning Membership of the Housing and Redevelopment Authority (HRA) to the City Council.
- Attachments:**     [1 - Resolution Transitioning HRA Membership to Council](#)  
                          [2 - City of Northfield Comprehensive Plan Link](#)  
                          [3 - City of Northfield Strategic Plan Link](#)

10. [25-522](#) Approve the proposed 2026 Northfield Area Fire & Rescue Service Budget and Capital Equipment Plan and Related City of Northfield of Fire Department 2026s Contribution.

**Attachments:** [1 - Budget Request Letter\\_FINAL - 2026 letterhead Signed TMN](#)  
[2 - NAFRS Budget Trend](#)  
[3 - NAFRS 2026 Budget Breakdown](#)  
[4 - Preliminary NAFRS 2026 -2035 CEP](#)

11. [Res. 2025-094](#) Consider Adoption of Utility Rates (except water) for 2026.

**Attachments:** [1 - Draft 2025 Resolution for 2026 Utility Rates](#)  
[2 - 2026 Utility Rate Adoption Presentation](#)  
[3 - Draft 2026-2030 CIP by Funding 9-16-25](#)  
[4 - Draft 2026-2030 CEP by Funding 9-16-25](#)

12. [Res. 2025-095](#) Consider Resolution Approving Updated Low Income Rental Classification (LIRC) Policy Administrative Process Policy 10.04.

**Attachments:** [1 - CC Resolution - Updated](#)  
[2 - CC Resolution 2025-009](#)  
[3 - Redlined 10.04 LIRC Policy 4d Program](#)  
[4 - Clean 10.04 LIRC Policy 4d Program](#)

13. [Res. 2025-096](#) Consider Resolution Approving Minnesota Employment and Economic Development Application for Phase II of the Northfield Skateboard Park Project.

**Attachments:** [1 - Res Northfield Skate Park Phase II](#)  
[2 - Skate Park Application 7-22-25](#)

14. [Res. 2025-097](#) Consideration Resolution Accepting Donation for Field Improvements to Sechler Park Baseball Fields.

**Attachments:** [1 - Resolution Sechler Park Donation](#)

15. [25-523](#) Consider Approval of Land Lease Agreement and Decommissioning Agreement to STC Five LLC for the cell tower located at 10353 Hall Avenue on the water tower and future water treatment plant site.

**Attachments:** [1 - Land Lease Agreement \(Cell Tower\)](#)  
[2 - Decommissioning Agreement \(Cell Tower\)](#)

16. [Ord. 1086](#) Second Reading of Ordinance No. 1086 Amending Gas Service Franchise Fee.

**Attachments:** [1 - Ord. 1086 NSPM Gas Franchise With Fee Ordinance](#)

17. [25-524](#) Summary Publication of Ordinance No. 1086 Amending Gas Service Franchise Fee.  
**Attachments:** [1 - Ord. 1086 Gas Franchise Fee Summary Publication](#)
18. [Ord. 1087](#) Second Reading of Ordinance No. 1087 Amending Electric Service Franchise Fee.  
**Attachments:** [1 - Ord. 1087 NSPM Electric Franchise With Fee Ordinance](#)
19. [25-525](#) Summary Publication of Ordinance No. 1087 Amending Electric Service Franchise Fee.  
**Attachments:** [1 - Ord. 1087 Electric Franchise Fee Summary Publication](#)
20. [Ord. 1088](#) First Reading of Ordinance No. 1088 - Amending City Code, Chapter 26 – Fire Prevention and Protection.  
**Attachments:** [1 - Ord. 1088 Fire Code](#)
21. [25-532](#) Consider Approval of Mayoral Board and Commission Appointments.  
**Attachments:** [1 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)  
[2 - SUPPLEMENTAL 1 - Rod Christensen 9\\_19\\_2025\\_Redacted](#)

## PUBLIC HEARINGS AND RELATED ACTION

*The public will have an opportunity to address the City Council on any public hearings. Individuals who pre-registered may take one opportunity to address the Council for up to two (2) minutes. After all individuals on the sign-up list have spoken, other individuals may speak. Persons must give their name and address and if representing a business must give the name of the business or corporation. If an attorney or consultant is representing a client, the client must be identified for the record.*

*The intent of the public hearing is to receive information from the public. Individuals who would like to have a question addressed may write their question on the back of the comment card and an appropriate person will follow up with them at another time.*

22. [25-526](#) Public Hearing for Ordinance 1089 Vacating a Drainage and Utility Easement within 1011 Poplar Street South.  
**Attachments:** [1 - Easement Vacation Exhibit](#)  
[2 - Public Hearing Notice Newspaper](#)  
[3 - Public Hearing Notice Mailing](#)
23. [Ord. 1089](#) Consider First Reading of Ordinance 1089 Vacating Drainage and Utility Easements within 1011 Poplar Street South.  
**Attachments:** [1 - Ordinance](#)

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

24. [25-527](#) Reports From the Mayor and Council Members.

## REGULAR AGENDA

*The public will have an opportunity to address the City Council on the following regular agenda items. Individuals who pre-registered may take one opportunity to address the Council for up to two (2) minutes. After all individuals on the sign-up list have spoken, other individuals may speak. Persons must give their name and address and if representing a business must give the name of the business or corporation. If an attorney or consultant is representing a client, the client must be identified for the record.*

*The intent of the public comment is to receive information from the public. Individuals who would like to have a question addressed may write their question on the back of the comment card and an appropriate person will follow up with them at another time.*

25. [Res. 2025-098](#) Consideration of a Preliminary 2026 General Fund Budget and Establishing a Date and Time for the Public Hearing.

**Attachments:** [1 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)  
[2 - SUPPLEMENTAL 1 - Resolution 2025-098 and 099 Staff Report](#)  
[3 - SUPPLEMENTAL 1 - Resolution 2025-098 2026 Preliminary Budget - 9.9%](#)  
[4 - SUPPLEMENTAL 1 - Resolution 2025-098 2026 Preliminary Budget - 10.2%](#)

26. [Res. 2025-099](#) Consideration of Resolution Adopting a Proposed 2025 Total Tax Levy Payable in 2026, includes HRA & EDA.

**Attachments:** [1 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)  
[2 - SUPPLEMENTAL 1 - Resolution 2025-098 and 099 Staff Report](#)  
[3 - SUPPLEMENTAL 1 - Resolution 2025-099 Adopting Proposed 2025 Total Tax Lev](#)  
[4 - SUPPLEMENTAL 1 - Resolution 2025-099 Adopting Proposed 2025 Total Tax Lev](#)

27. [25-529](#) Consider Rescinding Council Motion 25-401 Relocating the Archery Range to Meadows Park and Approving the Relocation of the Archery Range to Meadows Park (South Side).

**Attachments:** [1 - Recommended Location Archery Range Meadows Park](#)  
[2 - Not Recommended Location Archery Range Meadows Park.pdf](#)

28. [Ord. 1090](#) Consider First Reading of Ordinance 1090 Amending City Code Chapter 2, Related to City Boards and Commissions (Elimination and Modification of Boards/Commission).

**Attachments:** [1 - Ordinance Bd and Commission Update Phase 3 v.2 091525 WORD](#)  
[2 - Ordinance Bd and Commission Update Phase 3 v.2 091525 PDF](#)

## ADMINISTRATORS UPDATE

29. [25-528](#) City Administrator's Update.

**Attachments:** [1 - Upcoming Agenda Items \(09-18-25\)](#)

## ADJOURN

*Note: The City Council may take a five minute break during the meeting. All regular City Council meetings end at 9:00 pm unless a simple (4/7) majority of the City Council vote to extend the time.*

*SPECIAL NEEDS: If you require special services to attend or participate in a public meeting, please call the City's Administration Office at (507) 645-3001 or e-mail Lynette Peterson, City Clerk, at [lynette.peterson@northfieldmn.gov](mailto:lynette.peterson@northfieldmn.gov). TDD users can call (507) 645-3030. Please call at least 24 hours before the meeting, if possible.*