



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, August 18, 2020

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Roll Call

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.

1. [20-427](#) Information on How to Provide Public Input and Watch the Meeting During the Pandemic.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, 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

REGULAR AGENDA

2. [Res. 2020-069](#) Approve Abstract of Votes Cast at the August 11, 2020 Primary Election.

City Clerk Little presented on the canvas of votes from the Primary election on August 11, 2020. Little provided statistics on local races and vote percentage. Mayor Pownell and David Ludescher will be on the ballot for the General Election. Noted news concerns regarding mail in ballots for General Elections. Press release is being sent which will outline concerns and guidance. Primary election transcript of proceeding will not be signed since not in person. County noted for the General abstract, names will be listed on a certification and all will need to sign.

A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve the Abstract of Votes Cast at the August 11, 2020 Primary. 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

4. [Res. 2020-070](#) Consider Approving CARES Act Funding.

City Administrator presented CARES Act Funding Authorizations. Martig outlined Northfield Cares Act, money from state, potential goals, outlined stabilizing the local economy. Reviewed the proposed distribution chart which included organization, amount

and description. Those included Northfield Community Action Center (CAC), Northfield Healthy Initiative (HSI) and City. Martig outlined next steps and timeline.

A motion was made by Council Member Grabau, seconded by Council Member Peterson White, to approve the CARES Act Funding. 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. [20-429](#) 2021-2022 Budget Worksession.

City Administrator Martig introduced the initial slides which includes the agenda for the 2021-2022 budget retreat and goals for tonight's meeting. Martig reviewed the budget timeline. Motion to approve budget and levy resolutions in November. Final levy and budget resolution approval is December 1st. City Engineer/Public Works Director Bennett presented on Utility Funds- Rate Structure. Adoption of 2021 rates is scheduled for September 8th meeting. Bennett outlined water and wastewater fund and operational analysis and maintenance scheduled for 2021. Outlined garbage fund- compost site building replacement \$50,000.

Bennett answered questions posed by Council. Martig presented NAFRS 2021 Budget. Noted a 6.6% decrease from 2020 budget. Tanker truck replacement scheduled for 2021 CEP. Martig answered questions posed by Council. Martig mentioned end of September for deadline to approve their budget. Finance Director Angelstad presented on Northfield Estimated Market Value. Noted very preliminary data provided by Rice and Dakota County. \$240,000 is Northfield's median home value. 5.7% for Rice County and 8.5% in Dakota County. Outlined peer comparison. Northfield is below medium. Outlined general fund budget and potential cuts. Total revenue up 0.23%. Noted fee schedule has not been updated recently and may be an opportunity.

Martig presented 2021 staffing budget requests. Mentioned the two positions approved from past budget and Council action in 2020- Wastewater Planner Scheduler and Program Coordinator. Outlined preliminary staffing requests which are not included in initial budget roll up. Public Works, Police and Communications. Noted the requests are recognized needs but due to Covid-19 impacts, recommending not budgeting these positions in 2021. Noted additional items for consideration. Chief of police Elliot presented on additional police topics which includes body cameras and evidence technician. Noted approximate costs for digital camera system and position. Police wellness, cloud storage and policy manual maintenance.

Community Development Director Baker presented on the comprehensive plan. Plan to start in 2021. Three year period. Noted Riverfront Enhancement. Outlined plans, policies and proposals.

City Council took a short break at 7:29pm. Meeting resumed at 7:36PM.

HR Director Maholwald presented on additional topics for Human Resources. Less than 4% increase for health insurance. Staff is reviewing second phase of benefits.

Program Coordinator Kallestad presented on climate action plan implementation. Noted \$20,000 included in Administration budget. Several projects in development with decision on which to move forward by fall. Noted new requests for 2021 including Diversity, Equity, Inclusion.

Angelstad highlighted summary of options for 2021-2022 budget requests.

Councilors asked staff directors questions on the above information presented and received feedback and answers.

Angelstad presented scenario analysis. Potential COVID Revenue Impacts. Listed percentages for LGA cuts and amounts. Property tax delinquencies & MSA. Discussed alternative revenue sources. Angelstad answered questions posed by Council.

Martig discussed the survey results sent to Council.

Each Councilor was given 3 minutes to provide comments and discussions/questions. Councilors were then given an additional 2 minutes for further discussion.

City Engineer/Public Works Director Bennett outlined CIP and CEP.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Nakasian, to adjourn the meeting at 8:53PM. 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