



# City of Northfield

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

## Meeting Minutes - Draft City Council

---

Tuesday, April 4, 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 6:02 pm.*

- Present:** 6 - Council Member Greg Colby, Council Member David DeLong, Council Member Brad Ness, Council Member Jessica Peterson White, Council Member Erica Zweifel, and Mayor Rhonda Pownell
- Absent:** 1 - Council Member Suzie Nakasian

#### APPROVAL OF AGENDA

*Councilor DeLong requested item #11 be moved from the consent agenda to the regular agenda.*

**A motion was made by Council Member DeLong, seconded by Council Member Zweifel, to approve the agenda as amended. The motion carried by the following vote:**

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

#### APPROVAL OF MINUTES

2. [17-741](#)

**A motion was made by Council Member Colby, seconded by Council Member Ness, to approve the March 14, 2017 City Council Work Session Minutes. The motion carried by the following vote:**

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

3. [17-742](#)

**A motion was made by Council Member Colby, seconded by Council Member Ness, to approve the March 21, 2017 City Council Meeting Minutes. The motion carried by the following vote:**

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

#### PRESENTATIONS

4. [17-743](#)

Presentation by League of Minnesota Cities Executive Director David

Unmacht.

*League of Minnesota Cities Executive Director David Unmacht presented information on the priorities, activities and services of the League of Minnesota Cities. Mr. Unmacht thanked Mayor Pownell for her work on the League of Minnesota Cities Board, most recently as President, as well as her years of service on the League of Minnesota Cities Insurance Trust.*

5. [17-744](#) Presentation Regarding Proclamation for National Library Week April 9-15, 2017

*Library Director Jensen provided information on National Library Week April 9-15, 2017. Jensen thanked staff, the Library Board, Friends & Foundation of the Northfield Library, Taylor Trucking, Ames Family, Rotary and United Way for their contributions to the Library. Dan Riehle Merrill, Chair of Library Board, spoke regarding programs at the Library. Ryan Redetzke, Library Board Member, spoke regarding what the Library means to him and his family. Noted that when looking at relocating to Northfield, they looked at the schools and the Library. Noted the Library is a place where diverse people come together and feel welcome. Thanked Council for continued support of the Library. Maggie Epstein, Library Board Member, spoke in support of the Library. Noted importance of space that people can connect with others and share ideas and information. Debra Miller, Library Board Member, spoke regarding use and support of libraries. Noted they are avid users of the Northfield Library. Harper Miller spoke regarding use of the Library and supporting the Library with her own money. Jane McWilliams, Library Board Member, spoke regarding the range of services provided at the Library as well as the many outreach efforts.*

## CONSENT AGENDA

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

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

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

6. [17-745](#) Consider Approving Disbursements totaling \$868,470.16
7. [Res. 2017-025](#) Proclamation Declaring National Library Week, April 9-15 in Northfield.
8. [Res. 2017-026](#) Consider Resolution Proclaiming April 4, 2017 as Mayor and County Recognition Day for National Service Day Recognition.
9. [Res. 2017-027](#) Consider Resolution Requesting Appointment of Deputy Registrar.
10. [17-746](#) Approve miscellaneous/concessions license for Northfield Youth Baseball Association at Sechler Park

## OPEN PUBLIC COMMENTS

*Todd Bornhauser, President of Northfield Area Chamber of Commerce, invited everyone to the Northfield Home & Garden Show on Saturday, April 8, 9 am - 3 pm at the Northfield Arena. Thanked the City and the Northfield Arena staff for their*

assistance.

## PUBLIC HEARINGS AND RELATED ACTION

12. [17-747](#) Public Hearing for Proposed Liquor Licenses for Tanzenwald Brewing Company - 103 Water Str. N.

*Mayor Pownell opened the Public Hearing at 6:35 pm. City Clerk Little introduced the item and answered questions posed by Council.*

**A motion was made by Council Member Peterson White, seconded by Council Member Ness, to close the public hearing at 6:38 pm. The motion carried by the following vote:**

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

13. [17-748](#) Consider Approval of Liquor Licenses for Tanzenwald Brewing Company - 103 N. Water Str.

**A motion was made by Council Member Ness, seconded by Council Member Zweifel, to approve the Brewer Taproom On-Sale, Off-Sale and Sunday Liquor Licenses for Tazenwald Brewing Company, LLC, 103 Water Street N., Northfield. The motion carried by the following vote:**

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

14. [17-749](#) Public Hearing - Improvement Hearing - 2017 Street Reclamation Project.

*Mayor Pownell opened the public hearing at 6:40 pm. Engineering Manager Simonson provided information on this item and answered questions posed by Council. Noted previous hearing held on the 2017 Street Reclamation Project did not include the Marvin Lane sidewalk. Currently going through the process of the hearing with the Marvin Lane sidewalk now included. Public Works Director/City Engineer Bennett answered questions posed by Council.*

*Kathy Koeleski, 8 Hillside Court, asked about status of trees that were tagged recently. Staff responded that the tagging is simply a numbering system and are waiting on a report from the arborist. Noted they will be talking to all homeowners that will have trees removed.*

*Scott Brown, 1300 Washington Str., asked how wide Marvin Street currently is and why it is being narrowed. Asked about parking and stated he does not feel the sidewalk is justified on Marvin Lane. Staff responded to questions posed and noted they will follow up with Mr. Brown directly.*

*Hannah Johnson, 2220 Pepperidge Lane, Mayors Youth Council, encouraged Council to move forward with the project. Stated the added sidewalks and crossings will provide safer routes for pedestrians.*

**A motion was made by Council Member Peterson White, seconded by Council Member Colby, to close the public hearing at 7:08 pm. The motion carried by the following vote:**

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

## REGULAR AGENDA

11. [Res. 2017-028](#) Consideration of Final Plat Resolution for the Woodley Townhome Project.
- City Planner Tempel introduced this item and answered questions posed by Council.*
- A motion was made by Council Member Ness, seconded by Council Member Peterson White, to approve Resolution 2017-028 - Approving a Final Plat Known as Woodley Townhomes. The motion carried by the following vote:**
- Yes:** 6 - C. Colby, C. DeLong, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell
15. [17-750](#) Consider Agreement for Financial Services.
- City Administrator Martig introduced this item and answered questions posed by Council. City Administrator Martig thanked Finance Director Lammers for her service and noted accomplishments during her tenure.*
- Council members thanked Ms. Lammers for her service and improvements made to the City's financial reporting during her time with the City.*
- A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve an Agreement for Financial Services with AEM Financial Solutions, LLC. The motion carried by the following vote:**
- Yes:** 6 - C. Colby, C. DeLong, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell
16. [17-751](#) Consider motion to direct staff and the City Attorney to prepare a purchase and redevelopment agreement related to the sale of real property located at 219 Water Street South.
- Community Development Director Heineman introduced this item and answered questions posed by Council.*
- A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to direct staff and the City Attorney to prepare a purchase and redevelopment agreement related to the sale of real property located at 219 Water Street South. The motion carried by the following vote:**
- Yes:** 5 - C. Colby, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell
- No:** 1 - C. DeLong
17. [17-752](#) Discussion of Ordinance Amendment to Chapter 6 Alcoholic Beverages related to State addition to Sunday liquor sales.
- City Administrator Martig introduced this item and answered questions posed by Council. Liquor Store Manager DeLong provided operational information and answered questions posed by Council. City Attorney Hood answered questions posed by Council.*

## ADMINISTRATORS UPDATE

*City Administrator Martig reported on the upcoming strategic planning process, starting with the board/commission event on Thursday, April 6, 6:30 pm at St. Olaf College.*

*Noted there will be a post event survey included for the attendees. In addition, there will be a community survey tool used during the process. On Tuesday, April 11, Council, EDA and Planning Commission will be meeting on strategic planning during the normal work session time. Provided information on the upcoming board/commission recognition event Wednesday, April 26 6:30 - 8:00 pm hosted at the Weitz Center. Noted soft opening of new website. Communications Manager Mahowald will be at a future meeting to review the new website. Reported on the transportation meeting organized by Commissioner Malecha held on March 30. The primary focus was the discussion of Garrett, Decker and Cedar Avenue. Dakota County noted future paving plans for 96th Street going west to connect with Garrett in 2020 or 2021. Reported on attendance at the League of Minnesota Cities legislative conference.*

18. [17-753](#)

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

*C. Colby - Referenced an article on preemption.*

*C. DeLong - Asked about the Waterford Township Annexation issue. Noted he has explored the City's new website.*

*C. Zweifel - Reported on attendance at the Red Yarn Stories event at The Grand. Noted the event was youth led and very well done.*

*C. Peterson White - Attended the Red Yarn Stories event. The youth highlighted great diversity of experiences that make a community strong. Attended NAFRS meeting. The Facility project continues to move forward. Attended EDA meeting. The EDA is reviewing their bylaws, discussed participation in the strategic planning process, and is reviewing the business subsidy policy. Noted the upcoming Micropolitan Summit on June 7, 10 am - 2 pm. Provided an update on PACE program. It appears that we can support programs offered by Rice & Dakota counties. The Northfield Enterprise Center reported on support for multicultural efforts.*

*C. Ness - Attended Hospital Board meeting last week. Noted the board is doing strategic planning on April 28 at St. Olaf. Moving the audit presentation to the Board's April meeting. Will be attending LMC Safety & Loss Control meeting in Mankato on Thursday.*

*Mayor Pownell - Asked staff to review Chapter 6 related to distances between licensees and youth related uses and what other cities do. Reported on LMC legislative conference. Noted several legislative representatives offered to come and speak at a Council meeting. Rice County Engineer Dennis Luebke has also offered to come to meeting to provide updates to the Council. Reported on Northfield Promise meeting. Highlighted LMC Annual Conference information. Noted first time attendees receive a significant savings if registered prior to May 1st. Noted Downtown Northfield has been entered into America's Mainstreet contest. Everyone was encouraged to go to the website, [mainstreetcontest.com](http://mainstreetcontest.com) and vote through April 23.*

## ADJOURN

**A motion was made by Council Member DeLong, seconded by Council Member Colby, to adjourn the meeting at 8:26 pm. The motion carried by the following vote:**

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