



City of Northfield

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

Meeting Minutes - Draft City Council

Monday, August 2, 2021

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:03 p.m.

Present: 6 - Council Member Clarice Grabau, Council Member Suzie Nakasian, Council Member Jessica Peterson White, Mayor Rhonda Pownell, Council Member Jami Reister, and Council Member George Zuccolotto

Absent: 1 - Council Member Brad Ness

APPROVAL OF AGENDA

Mayor Pownell noted additional information included in Supplemental Agenda Background Memorandum No. 1.

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

Yes: 6 - C. Grabau, C. Nakasian, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

CONSENT AGENDA

City Administrator Martig introduced the Consent Agenda.

A motion was made by Council Member Peterson White, seconded by Council Member Grabau, to approve the Consent Agenda. The motion carried by the following vote:

Yes: 6 - C. Grabau, C. Nakasian, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

1. [21-440](#) Consider Approval of July 20, 2021 City Council Meeting Minutes.
2. [21-441](#) Consider Approving Disbursements totaling \$1,311,955.76.
3. [Res. 2021-066](#) Consideration of Resolution Approving Lease of Space by Northfield Hospital and Clinics from Kenyon Sunset Home for a Primary Care Clinic.
4. [21-442](#) Consider Approving Application for the Minnesota Department of Natural Resources (DNR) Preparing for EAB Grant.
5. [21-443](#) Consider Approving Ford Street Turnaround Easement with Vern and Joan Koester.

6. [21-444](#) Consider approval of License Agreement with Northfield HRA for trail and turnaround on Outlot A Spring Creek Townhome Outlots.
7. [21-445](#) Consider Approving Trail Easement with CIC 53 Southbridge Condominium Association.
8. [Res. 2021-067](#) Consideration of Final Plat Resolution for Bluff View Addition.
9. [Res. 2021-068](#) Consideration of the Development Agreement Resolution for Bluff View Addition.
10. [Res. 2021-069](#) Consider Resolution Approving - Bluff View Street and Utility Improvements Project Assessment Waiver of Irregularity and Appeal.
11. [Res. 2021-070](#) Consider Accepting Bids and Awarding Contract - Bluff View Street and Utility Improvements Project.
12. [21-446](#) Consider Approving Trail Easement with Bluff View LLC.
13. [Res. 2021-071](#) Resolution to Approve the Development Agreement for Hillcrest Village.
14. [Res. 2021-072](#) Consider Grant Agreement with Community Action Center (CAC) for the Hillcrest development.

OPEN PUBLIC COMMENTS

None.

REGULAR AGENDA

15. [Res. 2021-062](#) Consider Resolution providing for the Sale of \$4,475,000 General Obligation Street Reconstruction, Improvement and Equipment Bonds, Series 2021A for Public Improvements.

Nick Anhut, Senior Municipal Advisor with Ehlers and Associates, introduced the item detailing information regarding the sale of \$4,475,000 General Obligation Bonds to include 1) \$1,610,000 Bluff View Phase I Improvements; 2) \$2,470,000 for the 2021 Mill & Overlay; and 3) \$395,000 for plow truck purchase. Financing bids will be presented at the August 17, 2021 Council Meeting. City Engineer/Public Works Director Bennett, City Administrator Martig and Anhut answered questions from the Council.

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve Resolution No. 2021-062 Providing for the Sale of \$4,475,000 General Obligation Street Reconstruction, Improvement and Equipment Bonds, Series 2021A. The motion carried by the following vote:

Yes: 6 - C. Grabau, C. Nakasian, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

16. [21-447](#) West Riverwalk Entrance Improvement Discussion.

City Engineer/Public Works Director Bennett introduced the item and introduced Karl Weissenborn and Mark Miller from SEH. Weissenborn and Miller presented drawings for the Riverwalk West Side preliminary concept. City Administrator Martig, Weissenborn, Miller and Bennett answered questions from the Council. Council members provided input and commented on the conceptual drawings.

17. [21-448](#) Review of Mill Towns State Trail Conceptual Corridor Design and Preliminary Engineering from Riverside Park to the Waterford Bridge.

City Engineer/Public Works Director Bennett introduced the item and introduced Reese Sudtelgte with ISG. Sudtelgte presented a Google Storymap regarding the Mill Towns State Trail Conceptual Corridor Design and Preliminary Engineering from Riverside Park to the Waterford Bridge. Scott Haugen with the Minnesota Department of Natural Resources was also present. City Administrator Martig, Sudtelgte and Bennett answered questions from the Council. Council Members provided input on the conceptual trail design. Bennett outlined next steps in the project.

Recess

Council recessed at 8:04 p.m. Council meeting resumed at 8:10 p.m.

18. [21-449](#) Community Development Department Needs Assessment and Organizational Change Considerations.

Community Development Director Mitzi Baker introduced the item. Baker gave an overview of the Community Development Department Assessment and the City/NDDC Contract for Services and option for service integration into the Community Development Department. Kathleen Holmes, NDDC, provided input on the partnership of the NDDC and the City. City Administrator Martig and Council Members provided input on the item. Martig, Baker and Holmes answered questions from the Council.

ADMINISTRATORS UPDATE

19. [21-450](#) City Administrator's Update.

City Administrator Martig gave an update on City operations and developments along with a comparison on debt per capita for Northfield versus comparable cities.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

Due to time constraints, no reports were given.

ADJOURN

A motion was made by Council Member Peterson White, seconded by Council Member Nakasian, to adjourn the meeting at 8:59 p.m. The motion carried by the following vote:

Yes: 6 - C. Grabau, C. Nakasian, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto