



# City of Northfield

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

## Meeting Minutes - Final City Council

---

Tuesday, August 22, 2017

6:00 PM

Council Chambers

---

### 6:00 PM - REGULAR AGENDA CALL TO ORDER

*Mayor Pownell called the meeting to order at 6:00 pm.*

- Present:** 5 - Council Member Greg Colby, Council Member David DeLong, Council Member Brad Ness, Council Member Erica Zweifel, and Mayor Rhonda Pownell
- Absent:** 2 - Council Member Suzie Nakasian, and Council Member Jessica Peterson White

### APPROVAL OF AGENDA

*Mayor Pownell noted the items on the supplemental memo.*

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

**Yes:** 4 - C. DeLong, C. Ness, C. Zweifel, and Mayor Pownell

**Not Present:** 1 - C. Colby

### APPROVAL OF MINUTES

1. [17-957](#)

**A motion was made by Council Member Ness, seconded by Council Member DeLong, to approve the August 8, 2017 City Council Meeting Minutes. The motion carried by the following vote:**

**Yes:** 4 - C. DeLong, C. Ness, C. Zweifel, and Mayor Pownell

**Not Present:** 1 - C. Colby

### CONSENT AGENDA

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

**A motion was made by Council Member DeLong, seconded by Council Member Ness, to approve the items on the consent agenda. The motion carried by the following vote:**

**Yes:** 4 - C. DeLong, C. Ness, C. Zweifel, and Mayor Pownell

**Not Present:** 1 - C. Colby

2. [17-958](#)

Consider Approving Disbursements totaling \$756,043.79

Enactment No: M2017-088

3. [17-959](#) Consider Approving a Temporary Liquor License for St. Dominic School for October 7, 2017

Enactment No: M2017-089

4. [Ord. 992](#) Consider Ordinance Amendment to Chapter 6 Alcoholic Beverages related to Sunday liquor sales.

**This Ordinance was approved on the second reading.**

5. [17-960](#) Summary Publication of Ordinance No. 992 Amending Northfield City Code Chapter 6 - Alcoholic Beverages Related to Sunday On-Sale Licenses

Enactment No: M2017-090

6. [17-961](#) Approve Sunday Liquor License for Loon Liquors at 1325 Armstrong Road.

Enactment No: M2017-091

7. [Res. 2017-064](#) Approve Resolution authorizing the City of Northfield on behalf of the Police Department, to enter into an updated Joint Powers Agreement with the State of Minnesota for use of the Criminal Justice Data Communications Network

8. [Res. 2017-065](#) Consideration of Resolution Ordering Preparation of Feasibility Report for the 2018 Spring Creek Road Reconstruction, City Project STRT2018-A38.

9. [Res. 2017-066](#) Consideration of Resolution Ordering Preparation of Feasibility Report for the 2018 Division and Seventh Street Reconstruction Project and Washington Street Mill and Overlay, City Project STRT2018-A37.

10. [17-962](#) Award Engineering Contract - 2018 Division and Seventh Street Reconstruction, Washington Street Mill and Overlay, and Spring Creek Road Reconstruction

Enactment No: M2017-092

## OPEN PUBLIC COMMENTS

*Don McGee, 710 Highland Ave., spoke regarding the 2nd quarter financial report included in the previous packet. Noted the report was very comprehensive and thanked staff. Hopes this will continue and stated it would be nice if the reports were provided monthly.*

*Victor Summa, 812 St. Olaf Ave., commented on items 9 & 10 on the consent agenda. Spoke regarding no public comment asked for on consent agenda items, rules of business and how the public is supposed to know what the rules are. Spoke regarding Division Street reconstruction and assessment discussion from the last meeting. Asked Council to look at the assessment policy.*

*Mark Schiller, 1325 Armstrong Road, thanked Council for passing Sunday sales*

revisions. Thanked staff for their work on this. Noted Loon Liquors will be adding a few jobs and using additional local food sources. Stated Northfield has joined Duluth and Minneapolis in allowing distilleries the same rights as breweries related to Sunday sales as provided in recent amendments in State law.

## PUBLIC HEARINGS AND RELATED ACTION

11. [17-963](#) Continued Public Hearing on Assessments for the 2017 Street Reclamation Project - 1900 Sibley View Lane.

Mayor Pownell declared the public hearing open at 6:13 pm.

Public Works Director/City Engineer Bennett provided information regarding this item and answered questions posed by Council.

Doug Oines, 1900 Sibley View Lane, spoke regarding objection to his assessment. Noted 80' front footage at the curb. Noted that it should be measured at the right-of-way line. Spoke regarding being fair and equitable amongst all properties. Thinks an argument could be made that the proposed assessment to his property is arbitrary and exceeds the benefit. Stated the items in the report need to be addressed.

C. Colby arrived at 6:21 pm.

Victor Summa, 812 St. Olaf Ave., noted the objection illustrates the need to change the process. Stated staff is not at fault, but Council needs to rectify the policy and process.

**A motion was made by Council Member DeLong, seconded by Council Member Ness, to close the public hearing at 6:24 pm. The motion carried by the following vote:**

**Yes:** 5 - C. Colby, C. DeLong, C. Ness, C. Zweifel, and Mayor Pownell

12. [Res. 2017-067](#) Consideration to Adopt Findings Related to Assessment Objection for 2017 Street Reclamation Project, City Project 2017STRT - A36.

Public Works Director/City Engineer Bennett answered questions posed by Council. City Administrator Martig answered questions posed by Council and noted the assessment policy would be brought to Finance Policy Subcommittee for discussion.

**A motion was made by Council Member DeLong, seconded by Council Member Zweifel, to approve Resolution 2017-067 - Passing Upon Objection to Proposed Special Assessment for 1900 Sibley View Lane with Alternative 2 revising the proposed assessment to \$5,220. The motion carried by the following vote:**

**Yes:** 5 - C. Colby, C. DeLong, C. Ness, C. Zweifel, and Mayor Pownell

## REGULAR AGENDA

13. [Res. 2017-068](#) Consider Adopting Assessments for the 2017 Street Reclamation Project.

Public Works Director/City Engineer Bennett introduced this item and reviewed the items on the supplemental report. Bennet reviewed the information contained in the supplemental memo and properties that Councilor DeLong proposed for reduced assessments.

*Victor Summa, 812 St. Olaf Ave., stated he was confused about what this process is versus previous process on the objection to assessment.*

**A motion was made by Council Member Zweifel, seconded by Council Member DeLong, to approve the Resolution 2017-068 - Adopting Assessments 2017 Street Reclamation Project 2017STRT-A36.**

**During the presentation on this item, Mayor Pownell needed to leave the Council Chambers and turned the meeting over to Council Member Zweifel. At Council's request in the absence of the Mayor and Mayor Pro Tem, City Clerk Little asked for a motion for a temporary Mayor Pro Tem. A motion was made by Council Member DeLong, seconded by Council Member Colby, to appoint Council Member Zweifel as temporary Mayor Pro Tem. All in favor, motion carried. Mayor Pownell returned to the Council Chambers immediately following the vote.**

**A motion was made by Council Member DeLong, seconded by Council Member Ness, to amend the resolution by making adjustments to the assessment roll for 1912 Sibley View Ln; 2000 Sibley View Ln; 2004 Sibley View Ln and 2008 Sibley View Ln to \$4,500; and 1904 Sibley View Ln and 1908 Sibley View Ln be adjusted using \$56/FF on the actual front footage measured at the property line. This will adjust 1904 Sibley View Ln assessment from \$5,336 to \$4,480, and 1908 Sibley View Ln from \$5,220 to \$4,424.**

**A friendly amendment made by Council Member DeLong, and agreed to by Council Member Ness, to change the motion to \$58/FF for 1904 Sibley View Lane and 1908 Sibley View Lane. This will adjust 1904 Sibley View Ln to \$4,640 and 1908 Sibley View Lane to \$4,582.**

**Vote on amendment: Yes: 3 - C. DeLong, C. Ness, Mayor Pownell; No: 2 - C. Colby, C. Zweifel**

**Mayor Pownell noted the original motion was to approve Resolution 2017-068 as submitted in the online packet without the supplemental memo item.**

**A motion was made by Council Member DeLong, seconded by Council Member Ness, to amend the resolution to say that 1912 Sibley View Ln, 2000 Sibley View Ln, 2004 Sibley View Ln, 2008 Sibley View Ln be amended from \$4,640 to \$4,500.**

**Vote on amendment: Yes: – 2 C. DeLong, C. Ness; No – 3 C. Colby, C. Zweifel, Mayor Pownell**

**Mayor Pownell noted the Council was going back to the main motion on Resolution 2017-068 as submitted in the online packet.**

**At 7:26 pm C. DeLong called for a point of order during Mayor Pownell's comments noting that he didn't say staff wasn't doing their due diligence and noted he was talking about the appraiser. Mayor Pownell thanked C. DeLong for the clarification and continued.**

**Mayor Pownell asked for the vote on Resolution 2017-068 – Adopting Assessments 2017 Street Reclamation Project 2017STRT-A36 as stated in the online packet. The motion carried by the following vote:**

**Yes: 4 - C. Colby, C. Ness, C. Zweifel, and Mayor Pownell**

No: 1 - C. DeLong

14. [17-964](#) Consider Approval of Liquor Licenses for The Reunion LLC - 314 Division Street S.

*City Clerk Little introduced this item and answered questions posed by Council.*

*Victor Summa, 812 St. Olaf Ave., spoke regarding wording of public hearing held. Confused by whether property has been leased or is still for lease. Confused about regulations and what is being done on this property.*

**A motion was made by Council Member Ness, seconded by Council Member Colby, to approve On-sale Wine and 3.2 % Liquor Licenses for The Reunion, LLC located at 314 Division Street S., Northfield subject to: Department of Public Safety Alcohol & Gambling Enforcement Approval; Submittal of all final documents; Final inspection of premises. The motion carried by the following vote:**

**Yes:** 5 - C. Colby, C. DeLong, C. Ness, C. Zweifel, and Mayor Pownell

Enactment No: M2017-093

#### Recess

*The City Council took a 5 minute break at 7:41 pm. The meeting resumed at 7:47 pm.*

15. [Res. 2017-063](#) Consider Resolution Authorizing the City Administrator to Provide Certain Non-Union Employees of the City of Northfield an Additional Step in the Base Pay Schedule in 2018.

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

**A motion was made by Council Member Ness, seconded by Council Member Colby, to approve Resolution 2017-063 - Approving City Administrator Authorization to Compensate Certain Non-Union Employees of the City of Northfield Placed at Grades S Through W With an Additional Step as Part of the Implementation of the Job Classification and Compensation Study. The motion carried by the following vote:**

**Yes:** 4 - C. Colby, C. Ness, C. Zweifel, and Mayor Pownell

**No:** 1 - C. DeLong

16. [17-965](#) Review Preliminary Proposed 2018-2019 Liquor Store Operating Budget.

*Liquor Store Manager DeLong reviewed the preliminary proposed 2018 Liquor Store Operating budget. City Administrator Martig provided information and answered questions posed by Council.*

*Don McGee, 710 Highland Ave., stated support for the present liquor store. Commented on net income decline. Asked if it will be a good financial source in the future. Noted he feels City needs a new detailed market study and financial analysis and find out what it is costing us.*

**17. [17-966](#)**

Review proposed 2018 Public Works Department Operating Funds and 2018-2022 Capital Improvement Plan and Capital Equipment Plan.

*Public Works Director/City Engineer Bennett presented information on the 2018 Public Works budgets, CIP & CEP and answered questions posed by Council.*

*Doug Oines, 1900 Sibley View Lane, stated he is excited about Spring Creek Road. However, he feels it will bring more traffic to Jefferson Parkway & 246.*

**ADMINISTRATORS UPDATE**

*City Administrator Martig provided a brief update on the Ice Arena Task Force meetings. Noted the GARE speaker series on Wednesday with 8 attending from the City. Noted upcoming EDA Strategic planning sessions on Thursday & Friday. Building internally work plans for the strategic plan for Sept. 5th and continuing with budget work.*

**18. [17-967](#)****REPORTS FROM THE MAYOR AND COUNCILMEMBERS**

*C. Ness - Thanked staff for their work. Reviewed pictures from Appleby England. Noted the government building was built in 1585. There are approximately 4,000 people and 16 Council members.*

*C. Zweifel - Attended the Government Alliance Race & Equity Elected officials cohort, will be attending upcoming speakers series, and has been participating in Carleton's diversity training meetings. Attended recent Municipal ID press release at Library, EQC meeting, Wild Parsnip meeting, and HRA meeting. Noted the HRA is working on a maintenance policy for city owned properties, and will have a closed meeting later this month. Due to the time, the remaining members did not report.*

**ADJOURN**

**The meeting adjourned at 9:00 pm.**