



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, July 22, 2025

6:00 PM

Council Chambers

6:00 PM - CITY COUNCIL MEETING AGENDA

CALL TO ORDER

Mayor Zweifel called the meeting to order at 6:00 p.m.

Present: 7 - Council Member Brad Ness, Council Member Kathleen Holmes, Council Member Davin Sokup, Council Member Jessica Peterson White, Council Member Chad Beumer, Council Member Peter Dahlen, and Mayor Erica Zweifel

Also present: City Administrator Ben Martig; Associate City Planner Mathias Hughey; Community Development Director Jake Reilly; Public Works Director/City Engineer David Bennett; Police Chief Jeff Schroepfer; and City Clerk Lynette Peterson.

OPEN PUBLIC COMMENT

None.

Council Member Peterson White joined the meeting at 6:01 p.m.

APPROVAL OF AGENDA

Mayor Zweifel noted Supplemental Agenda Background Memos No. 1 and 2.

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

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

PRESENTATIONS

1. [25-394](#) Oath of Office Ceremony for Northfield Police Department Officer Kyle Sladek.

Police Chief Jeff Schroepfer highlighted upcoming events the Police Department is hosting and/or involved in.

Schroepfer introduced Officer Kyle Sladek. City Clerk Lynette Peterson administered the Oath of Office. Officer Sladek's grandpa pinned his badge. The Council took a photo with him, welcomed and congratulated him.

CONSENT AGENDA

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

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

2. [25-395](#) Consider Approval of July 1, 2025 City Council Meeting Minutes.

This Minutes was approve.

3. [25-396](#) Consider Approval of July 15, 2025 City Council Work Session Minutes.

A motion was made to approve the Consent Agenda. The motion carried by the following vote:

4. [25-397](#) Consider Approving Disbursements totaling \$3,967,438.92
5. [25-398](#) Consider Approval of Temporary Liquor Licenses for the Defeat of Jesse James Days Committee.
6. [25-399](#) Consider Approval of a Temporary Liquor License for Imminent Brewing, LLC for September 13, 2025
7. [25-400](#) Consideration of Joint Powers Agreement Between the City of Dundas and the City of Northfield for the City of Northfield to Provide Building and Inspection Services for the City of Dundas.
8. [25-402](#) Consider Motion Approving Permanent and Temporary Construction Easements With St. Dominic Church (Calvary Cemetery) for Spring Creek Road - Mill Towns State Trail Project.
9. [25-403](#) Consider Motion Approving MOU with St. Dominic Church (Calvary Cemetery) for Spring Creek Road - Mill Towns State Trail Project.
10. [25-404](#) Consider Approving Execution of Grant Agreement for the Minnesota Pollution Control Agency (MPCA) Grant for Stormwater Resilience.
11. [Res. 2025-070](#) Consider Resolution Approving Plans and Specifications and Order Advertisement for Bids for the Neighborhood Flooding Improvement Project (STRM2023-K40).
12. [25-405](#) Consider Northwest Water Tower Letter of Intent and Financial Capability Certification for Army Corps of Engineers.
13. [Res. 2025-071](#) Approval of Redevelopment Grant Application to the Department of Employment and Economic Development (DEED) for 528 Division St S

14. [25-409](#) Consider Approval of Mayoral Board and Commission Appointments.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

15. [25-406](#) Reports From the Mayor and Council Members.

Council Member Beumer - No Report.

Council Member Dahlen - NAFRS Board Meeting.

Council Member Holmes - Zoning Board of Appeals Meeting and Planning Commission Work Session; Parks and Recreation Advisory Board Meeting.

Council Member Sokup - EQC Meeting.

Council Member Peterson White - No report.

Council Member Ness - Age-Friendly Northfield Meeting.

Mayor Zweifel - Presentation on Data Center on the City website; Urban Land Institute Young Leaders Day Conference in Northfield.

REGULAR AGENDA

16. [Res. 2025-072](#) Consider Resolution Providing for the Issuance and Sale of \$4,440,000 General Obligation Street Reconstruction and Equipment Bonds, Series 2025A.

Nick Ahnut, Senior Financial Advisor with Ehlers and Associates, presented on the sale of \$4,440,000 General Obligation Street and Equipment Bonds, Series 2025A. The bond sale includes \$4,025,000 Street Reconstruction Plan Bonds for the Wall Street/2025 Reconstruction and \$415,000 Equipment Certificates for the City's share of the NAFRS tanker. Anhut stated Standard and Poors affirmed the City's "AA" credit rating. The City received four bids with the low bidder being Brownstone Investment Group, LLC at 3.9434%. Anhut indicated an updated resolution was presented to the Council with the amount reduced to \$4,115,000 with a true interest cost of 3.9667%.

A motion was made by Council Member Ness, seconded by Council Member Peterson White, to approve Resolution No. 2025-072 Awarding the Sale of \$4,115,000 General Obligation Street and Equipment Bonds, Series 2025A. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

17. [25-401](#) Consider Approval of Relocating the Archery Range to Meadows Park.

Public Works Director/City Engineer David Bennett introduced the item giving background information on the relocation of the Archery Range to Meadows Park. Due to the construction of Jefferson Parkway east of Spring Creek Road, the extension of the roadway will impact the Archery Range, requiring it to be relocated.

Bennett answered questions from the Council.

A motion was made by Council Member Holmes, seconded by Council Member Sokup, to approve the relocation of the Archery Range to Meadows Park.

An amendment to the motion was made by Council Member Beumer, seconded by Council Member Peterson White, to direct staff to research and explore options for an accessible trail to the shooting area of the archery range.

The amendment to the motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

The main motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

18. [Res. 2025-073](#) Consider Resolution Receiving Charter Amendment to Section 3.5 of the City Charter and Calling for a Public Hearing on Charter Amendment Proposed to be Adopted by Ordinance.

Charter Commission Chair Lance Heisler addressed the Council giving background on the City Charter 3.5 amendments with regard to vacancies in the Council or in the Office of the Mayor. Language has been clarified as prior language may have caused confusion regarding the process as it relates to filling vacancies on the City Council in a year in which a regular election for one or more city council seats is pending. This updated language will close the gap between the election and when the individual begins serving. The language also indicates ballots will contain information as to the term being filled.

A motion was made by Council Member Holmes, seconded by Council Member Beumer, to approve Resolution No. 2025-073 Receiving Charter Amendments and Calling for a Public Hearing on Charter Amendments Proposed to be Adopted by Ordinance. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

19. [Res. 2025-074](#) Consideration of a Conditional Use Permit for St. Olaf College to add 26 Parking Stalls to the Lincoln St. Parking Lot within the Perimeter Transition Area.

Associate City Planner Mathias Hughey presented background information on the Conditional Use Permit Application for St. Olaf College to add 26 parking stalls to the Lincoln Street Parking lot within the Perimeter Transition Area. Staff recommendation is to deny the CUP.

Hughey answered questions from the Council.

Mike Berthlesen, Applicant from St. Olaf College, addressed the Council regarding the CUP explaining the reason for additional spaces.

Berthlesen answered questions from the Council.

Community Development Director Jake Reilly added additional details on the motion stating a reason for approval or denial of the application needs to be stated in the motion.

Community Development staff will bring an approval resolution stating the criteria for approval to the August 4, 2025 Council Meeting Consent Agenda.

A motion was made by Council Member Peterson White, seconded by Council Member Beumer, to approve the conditional use permit based on finding that

because the additional parking proposed by the applicant is within the perimeter of an existing parking lot, that the findings related to a change in the neighborhood character or an effect on the neighborhood character are not accurate in this setting. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

ADMINISTRATORS UPDATE

20. [25-407](#)

City Administrator's Update.

City Administrator Ben Martig updated the Council regarding City business, events and upcoming meetings.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Beumer, to adjourn the meeting at 8:09 p.m. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel