



# City of Northfield

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

## Meeting Minutes - Draft City Council

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Tuesday, May 19, 2020

6:00 PM

Council Chambers

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

*Mayor Pownell called the meeting to order at 6:03 pm.*

**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

**A motion was made by Council Member Peterson White, 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

1. [20-240](#) Information on How to Provide Public Input and Watch the Meeting During the Pandemic.

### APPROVAL OF MINUTES

2. [20-241](#) May 5, 2020 City Council Meeting Minutes.

**A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve the May 5, 2020 City Council Minutes. 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

3. [20-242](#) May 12, 2020 City Council Work Session Meeting Minutes.

**A motion was made by Council Member Ness, seconded by Council Member Grabau, to approve the May 12, 2020 City Council Work Session Minutes. 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

### CONSENT AGENDA

*City Administrator Martig introduced the consent agenda.*

**A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve the consent 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

4. [20-243](#) Consider Approving Disbursements totaling \$767,455.94.
5. [20-244](#) Consider Designation of Official Depository for the City of Northfield.

## OPEN PUBLIC COMMENTS

*None.*

## PUBLIC HEARINGS AND RELATED ACTION

6. [20-245](#) Public Hearing on Assessments for the 2020 Mill and Overlay Project.

*Mayor Pownell reviewed information relating to the public hearing. Mayor Pownell opened the public hearing at 6:08 pm. Engineering Manager Simonson and Public Works Director/City Engineer Bennett provided information on the proposed assessments and noted the three objections to the assessments. Bennett and Simonson answered questions posed by Council.*

*Fred Rogers, Carleton College, noted Carleton College is not opposed to paying but feels the value to all properties is overstated. Stated Carleton College will be paying 29% of total assessments and is not clear how the project benefits the properties. Also noted questions related to the choice of land area included.*

*Bennett reviewed the following objections received:*

*First UCC - 300 Union Street. Bennett reviewed the objection and explained the proposed change to the assessment roll.*

*Cannon Village Gardens Inc. Lot 1, Block 1, Millstream Common. Bennett reviewed the objection and noted staff recommended to deny the objection.*

*Carleton College - Bennett reviewed the objection, noted discussions that have taken place with Carleton College, and noted appraisal methodology and properties that were adjusted downward. Stated the City has a good defensible position and he hasn't heard substantiated facts or justifications to move away from what is contained in the appraisal. Noted staff is not recommending changes to the assessment.*

**A motion was made by Council Member Nakasian, seconded by Council Member Ness, to amend the assessment roll to reduce the First UCC assessment from \$15,730 to \$1,573. 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**

**A motion was made by Council Member Zweifel, seconded Council Member Ness, to deny the Cannon Garden objection. 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**

**A motion was made by Council Member DeLong, seconded by Council Member**

Ness, to adjourn and continue the assessment hearing for the Carleton College assessment to the next Council meeting in order for City staff to provide more information and allow for additional public testimony. The motion carried by the following vote:

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

**No: 1 - C. Nakasian**

**A motion was made by Council Member Peterson White, seconded by Council Member Ness, to close the Public Hearing at 7:40 pm. 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

8. [20-246](#) Review and Discussion on Proposed 2021-2022 Budget Timeline.

*City Administrator Martig introduced this item and reviewed the proposed schedule.*

9. [20-247](#) Discuss Outdoor Pool Closure or Modified Operations related to COVID-19.

*Jayson Dwelle, Facilities Manager, provided information related to outdoor pool closure or modified operations related to COVID-19. Dwelle and Public Works Director/City Engineer Bennett answered questions posed by Council.*

*Mayor Pownell noted eComments received.*

**A motion was made by Council Member Nakasian, seconded by Council Member Grabau, to wait until the June 2 meeting to make a decision on the pool. 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**

10. [20-248](#) Update of Police Chief Appointment Process.

*City Administrator Martig introduced this item, reviewed the process and recommendation to move forward with Deputy Chief Elliott as an internal candidate. Martig reviewed the proposed interview process.*

## ADMINISTRATORS UPDATE

*City Administrator Martig provided the following updates: Operations update: DMV will be opening on Wednesday. We are taxed as an organization to complete work at this time. Noted mitigation items in place for safety. Library will be opening next Tuesday with restrictions. General offices at City Hall will not be open. Staff is working remotely and in the office. Taking care of business in different ways such as by scheduling appointments. Limited office hours in Building Inspections starting next week. Additional information to follow. Filing period started today. Appointments are required. Interested persons should contact Deb Little to schedule an appointment.*

11. [20-249](#) City Administrator's Update.

**REPORTS FROM THE MAYOR AND COUNCILMEMBERS**

*C. Zweifel - Stated she will not be seeking reelection for her Third Ward seat. Noted she would be happy to talk to anyone about the opportunity and stated she has enjoyed her time on the Council.*

*C. Grabau - Thanked C. Zweifel for her service. Reported on the HRC meeting and discussion of the land acknowledgement statement again.*

*C. Nakasian - Reported on the Hiawathaland Transit Board meeting and noted the service is running all by dial-a-ride at this time. Ridership is down and they are trying to accommodate everyone. Northfield to Faribault service is available.*

*C. DeLong - Reviewed AARP Bulletin featuring interview with Evelyn Burry. Beyond the Yellow Ribbon had a Zoom meeting. Noted the flyover was impressive and well attended. Noted successful weekends for clean up days at the Street Maintenance Facility. Thanked staff for their assistance.*

*C. Ness - Attended 911 Center meeting. They are adapting to the current restrictions, but having issues with how close the work stations are.*

*C. Peterson White - Noted she will miss C. Zweifel and is looking forward to celebrating her service.*

*Mayor Pownell - Noted Memorial Day ceremony will be going online. Advocating for bonding bill. The transit hub and Mill Towns Trail bills failed to pass in the House. Tobacco 21 was signed into law by Governor Walz. Thanked all for their participation in the State of the City address.*

**ADJOURN**

**A motion was made by Council Member Nakasian, seconded by Council Member Ness, to adjourn the meeting at 8:55 pm. 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