



City of Northfield

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

Meeting Minutes - Final City Council

Tuesday, July 9, 2024

6:00 PM

Council Chambers

6:00 PM - CITY COUNCIL MEETING AGENDA

CALL TO ORDER

Mayor Pownell called the meeting to order at 6:07 p.m.

Present: 7 - Council Member Brad Ness, Mayor Rhonda Pownell, Council Member Jami Reister, Council Member George Zuccolotto, Council Member Kathleen Holmes, Council Member Davin Sokup, and Council Member Jessica Peterson White

Also present: Police Chief Mark Elliott, City Administrator Ben Martig, Economic Development Coordinator Nate Carlson, City Engineer/Public Works Director David Bennett, Community Development Director Jake Reilly, Library Director Natalie Draper and City Clerk Lynette Peterson.

LISTENING SESSION

No residents were in attendance to speak at the Listening Session.

RECESS

Council recessed at 6:12 p.m. Council meeting resumed at 6:30 p.m.

6:30 PM - APPROVAL OF AGENDA

Council Member Zuccolotto joined the meeting at 6:30 p.m. Mayor Pownell noted information in Supplemental Agenda Background Memo No. 1.

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. Ness, Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and C. Peterson White

PRESENTATIONS

1. [24-438](#)

Presentation on Resolution of Support for the Approval of National Endowment for the Arts (NEA) Grants for Arts Projects Grant Application

Library Director Natalie Draper presented information on the National Endowment for the Arts Grant for Arts Projects. Draper detailed the process for proposing and approving art. Draper answered questions from the Council.

CONSENT AGENDA

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

Yes: 7 - C. Ness, Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and C. Peterson White

2. [24-439](#) Consider Approval of June 18, 2024 City Council Meeting Minutes.

3. [24-440](#) Consider Approval of June 25, 2024 City Council Emergency Meeting Minutes.

4. [24-441](#) Consider Approving Disbursements totaling \$6,240,922.52

Enactment No: M2024-090

5. [24-442](#) Consider Approval of Mayoral Board/Commission Youth Appointment.

Enactment No: M2024-091

6. [Res. 2024-069](#) Consider Resolution Appointing Election Judges for the 2024 Primary and General Elections.

7. [Res. 2024-070](#) Consider Resolution Accepting \$22,267.70 from the Minnesota Secretary of State Office in Presidential Nomination Primary Reimbursement Funds.

8. [24-443](#) Consider approval of Edible Cannabinoid Licenses.

Enactment No: M2024-092

9. [Res. 2024-071](#) Approve application for premises permit for the Defeat of Jesse James Days Committee, Inc. at Froggy Bottoms River Pub.

10. [Ord. 1062](#) Consideration of Second Reading of Ordinance No. 1062 Amending Section 2-26 of City Code Relating to 2025 and 2026 Mayor and City Council Compensation.

11. [24-448](#) Consideration of Summary Publication of Ordinance No. 1062 Amending Section 2-26 of City Code Relating to 2025 and 2026 Mayor and City Council Compensation.

Enactment No: M2024-093

12. [Res. 2024-072](#) Approve the Northfield Fire Relief Association request for fire relief pension benefits

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13. [Res. 2024-073](#) Consider Resolution of Support for the Approval of National Endowment for the Arts (NEA) Grants for Arts Projects Grant Application
14. [24-444](#) Consider Approving Professional Service Agreement for the 2026 Mill and Overlay & Mill Towns Trail Project.
Enactment No: M2024-094
15. [24-445](#) Consider Approving Professional Service Agreement for the 2026 Spring Creek Road Reconstruction & Mill Towns Trail Improvements Project.
Enactment No: M2024-095
16. [Res. 2024-074](#) Approval of Redevelopment Grant Application to the Department of Employment and Economic Development (DEED)
17. [Ord. 1063](#) Consideration of the Northfield City Council Approves Second Reading of Ordinance No. 1063 Rezoning 1825 Windy Lane, in the City of Northfield, Rice County, Minnesota from AG: Agricultural to CD-S: College Development.

This Ordinance was approve the first reading.to the City Council due back on 8/5/2024
18. [Res. 2024-075](#) Consideration of Resolution Approving A Final Plat for Cedar Meadows.
19. [Res. 2024-076](#) Consideration of Development Agreement Resolution for Cedar Meadows.

REGULAR AGENDA

20. [Res. 2024-077](#) Consideration of Resolution Order Feasibility Report 2026 Spring Creek Road Reconstruction and Mill Towns State Trail Improvements Project STRT2026-A84 (which rescinds Resolution 2024-056 and approving resolution Ordering the Feasibility Report 2026 Spring Creek Road Reconstruction and Mill Towns State Trail Improvement Project).

City Engineer/Public Works Director David Bennett introduced the item giving background information on the project. Bennett answered questions from the Council.

Elaine Schaffner, 1305 Woodley Street, addressed the Council regarding safety of crossing on Woodley.

Donna Jackson, 1300 Parmeadow Drive, addressed the Council regarding the design of extending the culverts.

A motion was made by Council Member Holmes, seconded by Council Member Reister, to approve Resolution No. 2024-077 Ordering Feasiability Report 2026

**Spring Creek Road Reconstruction and Mill Towns State Trail Improvements
Project STRT2026-A84. The motion carried by the following vote:**

Yes: 7 - C. Ness, Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and
C. Peterson White

21. [Res. 2024-078](#) Consider approval of a Resolution Supporting and Requesting the Turnback of Trunk Highway 246 from County Road 1 to Trunk Highway 3 from MnDOT to the City of Northfield.

City Engineer/Public Works Director David Bennett introduced the item and introduced Bryan Nemeth with Bolton & Menk. Nemeth gave an update on the Trunk Highway 246 Scoping study including goals, preferred concepts, public input, recommended project phasing and costs, turnback cost eligibility, project costs, reasons for a turnback and legislative requirement for a turnback. Bennett and Nemeth answered questions from the Council and City Administrator Ben Martig.

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve Resolution No. 2024-078 Supporting and Requesting the Turnback of Trunk Highway 246 from County Road 1 to Trunk Highway 3 from MnDOT to City of Northfield. The motion carried by the following vote:

Yes: 7 - C. Ness, Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and
C. Peterson White

22. [24-446](#) Consideration of Northfield Planning Commission and Northfield Economic Development Authority Recommendation Options Related to an Interim Ordinance to Temporarily Limit Development in the Northwest Area to Orderly Plan for Development of the Northwest Area.

Economic Development Coordinator Nate Carlson introduced the item presenting an economic growth update of the Northwest Area. Community Development Director Jake Reilly highlighted Council policy options for the Council to consider. City Administrator Ben Martig added additional information. Reilly and Martig answered questions from the Council.

A motion was made by Council Member Peterson White, seconded by Council Member Holmes, to support the EDA Resolution action directing staff to prepare an interim ordinance on all development applications and related actions. The motion carried by the following vote:

Yes: 6 - Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and C.
Peterson White

No: 1 - C. Ness

Enactment No: M2024-096

ADMINISTRATORS UPDATE

23. [24-447](#) City Administrator's Update.

City Administrator Ben Martig updated the Council on City events and operations.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Sokup - Thanks to City Staff and Police Department in flood relief.
C. Peterson White - Thanks to City for flood relief; EDA Meeting; Transportation Advisory Committee.
C. Holmes - Thanks to City Staff and Police Department in flood relief; EDA Meeting; Parks and Recreation Advisory Board; Third Thursday next Thursday.
C. Zuccolotto - No report.
C. Reister - NAFRS; Finance Policy Subcommittee Meeting; Hospital Board; Age-Friendly Community Street Dance.
C. Ness - NAFRS; Age-Friendly Community Street Dance.
Mayor Pownell - Community Calendar; Jazz Festival at Way Park; Library Visioning at Concert Series at Way Park; August 25 Northfield Shares a Dinner.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Peterson White, to adjourn the meeting at 8:35 p.m. The motion carried by the following vote:

Yes: 7 - C. Ness, Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and C. Peterson White