



# City of Northfield

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

## Meeting Minutes - Draft City Council

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Tuesday, September 23, 2025

6:00 PM

Council Chambers

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### 6:00 PM - CITY COUNCIL MEETING AGENDA

#### CALL TO ORDER

**Present:** 6 - Council Member Brad Ness, Council Member Kathleen Holmes, Council Member Jessica Peterson White, Council Member Chad Beumer, Council Member Peter Dahlen, and Mayor Erica Zweifel

**Absent:** 1 - Council Member Davin Sokup

*Also Present: Library Director Natalie Draper, City Administrator Ben Martig, Public Works Director/City Engineer David Bennett, Police Chief Jeff Schroepfer, Finance Director Brenda Angelstad and City Clerk Lynette Peterson.*

#### OPEN PUBLIC COMMENT

*Kathy Eckstam-Ames addressed the Council in support of funding for FiftyNorth.*

*Kay Brown, Board Member for FiftyNorth, addressed the Council in support of funding for FiftyNorth.*

*Judy Schotzko addressed the Council in support of funding for the Northfield Library.*

*Philip Spensley addressed the Council in support of funding for FiftyNorth.*

#### APPROVAL OF AGENDA

*Mayor Zweifel noted Supplemental Agenda Background Memo No. 1.*

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

**Yes:** 6 - C. Ness, C. Holmes, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

#### PRESENTATIONS

1. [25-517](#)

Age Friendly Northfield (AFN) Mid-Year Presentation.

*Galen Malecha and CC Linstroth, Chair and Vice Chair of Age-Friendly Northfield, presented the mid-year report highlighting events, programs and workshops Age-Friendly sponsors in the community impacting the quality of life for all generations and ages.*

**CONSENT AGENDA**

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

**Yes:** 6 - C. Ness, C. Holmes, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

2. [25-518](#) Consider Approval of September 9, 2025 City Council Meeting Minutes.
3. [25-519](#) Consider Approval of September 16, 2025 City Council Work Session Minutes.
4. [25-520](#) Consider Approving Disbursements totaling \$2,862,585.74
5. [Res. 2025-090](#) Consider Resolution Adopting Changes to Fees and Charges effective January 1, 2026.
6. [Res. 2025-091](#) Consider Resolution Eliminating the Council Finance Policy Subcommittee.
7. [Res. 2025-092](#) Consider Resolution Creating Youth Substance Prevention Alliance Task Force.
8. [25-521](#) Consider Approval of Amended 2025-2027 Consultant Service Contract with Northfield Healthy Community Initiative (HCI).
9. [Res. 2025-093](#) Consider Resolution Transitioning Membership of the Housing and Redevelopment Authority (HRA) to the City Council.
10. [25-522](#) Approve the proposed 2026 Northfield Area Fire & Rescue Service Budget and Capital Equipment Plan and Related City of Northfield of Fire Department 2026s Contribution.
11. [Res. 2025-094](#) Consider Adoption of Utility Rates (except water) for 2026.
12. [Res. 2025-095](#) Consider Resolution Approving Updated Low Income Rental Classification (LIRC) Policy Administrative Process Policy 10.04.
13. [Res. 2025-096](#) Consider Resolution Approving Minnesota Employment and Economic Development Application for Phase II of the Northfield Skateboard Park Project.
14. [Res. 2025-097](#) Consideration Resolution Accepting Donation for Field Improvements to Sechler Park Baseball Fields.
15. [25-523](#) Consider Approval of Land Lease Agreement and Decommissioning Agreement to STC Five LLC for the cell tower located at 10353 Hall Avenue

on the water tower and future water treatment plant site.

16. [Ord. 1086](#) Second Reading of Ordinance No. 1086 Amending Gas Service Franchise Fee.
17. [25-524](#) Summary Publication of Ordinance No. 1086 Amending Gas Service Franchise Fee.
18. [Ord. 1087](#) Second Reading of Ordinance No. 1087 Amending Electric Service Franchise Fee.
19. [25-525](#) Summary Publication of Ordinance No. 1087 Amending Electric Service Franchise Fee.
20. **Ord. 1088** Second Reading of Ordinance No. 1088 - Amending City Code, Chapter 26 - Fire Prevention and Protection.
21. [25-532](#) Consider Approval of Mayoral Board and Commission Appointments.

## PUBLIC HEARINGS AND RELATED ACTION

22. [25-526](#) Public Hearing for Ordinance 1089 Vacating a Drainage and Utility Easement within 1011 Poplar Street South.

*Mayor Zweifel declared the public hearing open at 6:23 p.m. Public Works Director/City Engineer David Bennett presented background information on the drainage and utility easement for 1011 Poplar Street South.*

*Bennett answered questions from the Council.*

**A motion was made by Council Member Peterson White, seconded by Council Member Beumer, to close the Public Hearing at 6:26 p.m. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

23. [Ord. 1089](#) Consider Second Reading of Ordinance 1089 Vacating Drainage and Utility Easements within 1011 Poplar Street South.

**A motion was made by Council Member Beumer, seconded by Council Member Dahlen, to approve the first reading of Ordinance No. 1089 Vacating Drainage and Utility Easements within 1011 Poplar Street South. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

24. [25-527](#) Reports From the Mayor and Council Members.

*Councilor Ness - Age-Friendly Meeting; 911 Meeting; NAFRS Meeting; Dakota County State of the County Presentation.*  
*Councilor Peterson White - No report.*  
*Councilor Holmes - Parks and Recreation Advisory Board Meeting; Council Employment Committee Meeting; Planning Commission Meeting.*  
*Councilor Dahlen - Council Employment Committee Meeting.*  
*Councilor Beumer - HRA Meeting.*  
*Mayor Zweifel - No Report.*

## REGULAR AGENDA

25. [Res. 2025-098](#) Consideration of a Preliminary 2026 General Fund Budget and Establishing a Date and Time for the Public Hearing.

*City Administrator Ben Martig presented updates from the work session on the budget and preliminary levy discussion with a 9.9% option and a 10.2% option.*

*Christopher Abbott addressed the Council in support of a higher preliminary levy and not cutting services.*

*Robert Hanson addressed the Council in support of City services that benefit all residents and support of library hours not being cut.*

*James Clinton addressed the Council regarding support of funding for organizations and programs.*

*Andrew Catania addressed the council in support of library services not being cut.*

*Finance Director Brenda Angelstad, Library Director Natalie Draper and Martig answered questions from the Council.*

**A motion was made by Council Member Dahlen, seconded by Council Member Beumer, to approve Resolution No. 2025-098 Adopting a Proposed 2026 General Fund Budget and Setting the Date and Time for the Public Hearing (9.9% Option) with the provision of transferring funds from the Liquor Store to cover Library hours staying as is.**

**A motion was made by Council Member Beumer, seconded by Council Member Ness to explore using Liquor Store Funds if staff cannot cut \$30,000 elsewhere in the budget to keep Library hours as is.**

**The amended motion failed by the following vote:**

**Yes:** 3 - C. Ness, C. Beumer, and C. Dahlen

**No:** 3 - C. Holmes, C. Peterson White, and Mayor Zweifel

**The original motion failed by the following vote:**

**Yes:** 3 - C. Ness, C. Beumer, and C. Dahlen

**No:** 3 - C. Holmes, C. Peterson White, and Mayor Zweifel

**A motion was made by Council Member Holmes, seconded by Council Member Peterson White, to approve Resolution No. 2025-098 Adopting a Proposed 2026 General Fund Budget and Setting the Date and Time for the Public Hearing**

(10.2% Option).

**The motion failed by the following vote:**

**Yes:** 3 - C. Holmes, C. Peterson White, and Mayor Zweifel

**No:** 3 - C. Ness, C. Beumer, and C. Dahlen

**A motion was made by Council Member Ness, seconded by Mayor Zweifel, to reconsider the previous motion approving Resolution No. 2025-098 Adopting a Proposed 2026 General Fund Budget and Setting the Date and Time for the Public Hearing (10.2% Option). The motion carried by the following vote:**

**Yes:** 4 - C. Ness, C. Holmes, C. Peterson White, and Mayor Zweifel

**No:** 2 - C. Beumer, and C. Dahlen

**The previous motion to be reconsidered approving Resolution No. 2025-098 Adopting a Proposed 2026 General Fund Budget and Setting the Date and Time for the Public Hearing (10.2% Option) carried by the following vote:**

**Yes:** 4 - C. Ness, C. Holmes, C. Peterson White, and Mayor Zweifel

**No:** 2 - C. Beumer, and C. Dahlen

## RECESS

*Council recessed at 7:23 p.m. Council meeting resumed at 7:31 p.m.*

26. [Res. 2025-099](#) Consideration of Resolution Adopting a Proposed 2025 Total Tax Levy Payable in 2026, includes HRA & EDA.

**A motion was made by Council Member Holmes, seconded by Council Member Peterson White, to approve Resolution No. 2025-099 Adopting a Proposed 2025 Total Tax Levy Payable in 2026, including HRA and EDA with the corresponding 10.2% as adopted in the previous Resolution. The motion carried by the following vote:**

**Yes:** 5 - C. Ness, C. Holmes, C. Peterson White, C. Dahlen, and Mayor Zweifel

**No:** 1 - C. Beumer

27. [25-529](#) Consider Rescinding Council Motion 25-401 Relocating the Archery Range to Meadows Park and Approving the Relocation of the Archery Range to Meadows Park (South Side).

*Public Works Director/City Engineer David Bennett gave background on the item stating a motion was approved at the July 22, 2025 Council Meeting related to moving the Archery Range to Meadows Park to the east side of the park. That was the incorrect location that was recommended for approval by the Park and Recreation Advisory Board. Staff is asking for the Council to rescind Motion 25-401 and approve relocation of the Archery Range to Meadows Park to the south side of the park.*

*Bennett answered questions from the Council.*

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

**Peterson White, to rescind Motion 25-401 relocating the Archery Range to Meadows Park on the east side of the park and approve moving the Archery Range to Meadows Park on the south side of the park. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

**28. [Ord. 1090](#)**

Consider Second Reading of Ordinance 1090 Amending City Code Chapter 2, Related to City Boards and Commissions (Elimination and Modification of Boards/Commission).

*City Administrator Ben Martig gave a verbal update on the first reading of Ordinance No. 1090 amending City Code Chapter 2, related to Boards and Commissions eliminating and modifying certain boards and commissions.*

**A motion was made by Council Member Peterson White, seconded by Council Member Beumer, to approve the first reading of Ordinance No. 1090 Amending City Code Chapter 2, Related to City Boards and Commissions (Elimination and Modification of Boards/Commissions).**

**A motion was made by Council Member Holmes, seconded by Council Member Ness, to amend Ordinance No. 1090 keeping the Parks and Recreation Advisory Board as it currently is.**

**The amended motion failed by the following vote:**

**Yes:** 2 - C. Holmes, and C. Peterson White

**No:** 4 - C. Ness, C. Beumer, C. Dahlen, and Mayor Zweifel

**The original motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

## **ADMINISTRATORS UPDATE**

**29. [25-528](#)**

City Administrator's Update.

*City Administrator Ben Martig gave an update on the Community Development Director hiring process with a new deadline of October 4 for applications.*

## **ADJOURN**

**A motion was made by Council Member Ness, seconded by Council Member Beumer, to adjourn the meeting at 7:51 p.m. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel