



# City of Northfield

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

## Meeting Minutes - Draft City Council

---

Tuesday, January 17, 2017

7:00 PM

Council Chambers

---

### 7:00 PM - REGULAR AGENDA CALL TO ORDER

*Mayor Pownell called the meeting to order at 7:00 pm.*

**Present:** 6 - Council Member David DeLong, Council Member Brad Ness, Council Member Jessica Peterson White, Council Member Erica Zweifel, Mayor Rhonda Pownell, and Council Member Greg Colby

**Absent:** 1 - Council Member Suzie Nakasian

1. [17-613](#) Oath of Office

*City Clerk Little swore in Council Member At Large Greg Colby.*

### APPROVAL OF AGENDA

**A motion was made by Council Member Peterson White, seconded by Council Member Colby, to approve the January 17, 2017 City Council Meeting Agenda. The motion carried by the following vote:**

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

### APPROVAL OF MINUTES

2. [17-614](#)

**A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve the January 3, 2017 City Council Meeting Minutes. The motion carried by the following vote:**

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

3. [17-615](#)

**A motion was made by Council Member Ness, seconded by Council Member Peterson White, to approve the January 10, 2017 City Council Meeting Minutes. The motion carried by the following vote:**

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

### PRESENTATIONS

*Police Chief Nelson provided information on the Beyond the Yellow Ribbon Committee and introduced members Brian Edwards and Virginia Kaczmarek. Mr. Edwards*

*provided information on the group and how people can help support Veterans and their families. Ms. Kaczmarek provided information on services provided to local Veterans and noted the group has helped approximately 12 families since 2015. Noted the upcoming omelet breakfast fundraiser on Sunday, February 19 at the Northfield Eagles Club 8:30 am - 12:30 pm. Council members thanked the group for their efforts.*

4. [17-616](#) Northfield Beyond The Yellow Ribbon Presentation

## CONSENT AGENDA

*City Administrator Martig introduced the consent agenda items.*

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

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

5. [17-617](#) Consider Approving Disbursements totaling \$900,261.05
6. [Res. 2017-004](#) Consideration to Authorize Advertisement for Bid for WWTP Lift Pump No. 3 Replacement Project.
7. [Res. 2017-005](#) Consideration to Accept Public Improvements and Accept Final Payment - WWTP Piping Project.

## OPEN PUBLIC COMMENTS

*Victor Summa, 812 St. Olaf Ave., spoke regarding open public comments and opportunity to speak on agenda items. Noted it is a privilege offered in Northfield that is part of an open democracy. Spoke on history of open public comments. Asked Council to consider ramifications of limiting comments.*

## REGULAR AGENDA

8. [Res. 2017-006](#) Consider Accepting Feasibility Report and Call for Improvement Hearing - 2017 Street Reclamation Project.

*Engineering Manager Simonson introduced this item and answered questions posed by Council. Public Works Director/City Engineer Bennett answered questions posed by Council.*

**A motion was made by Council Member Peterson White, seconded by Council Member Zweifel, to approve Resolution 2017-006 - Accepting Feasibility Report and Calling for a Public Hearing for 2017 Street Reclamation Project STRT2017-A36. The motion carried by the following vote:**

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

9. [Res. 2017-007](#) Consideration of Cost Participation in the County Road 1 Pedestrian Underpass and Trail Improvements.

*Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council.*

**A motion was made by Council Member Zweifel, seconded by Council Member Ness, to approve Resolution 2017-007 - County State-Aid Highway 1 from TH 3 to TH 246 Non-Motorized Improvements. The motion carried by the following vote:**

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

**10. [Ord. 985](#)**

Consider Temporary Family Health Care Dwellings Ordinance

*City Planner Tempel introduced this item and answered questions posed by Council.*

*Don McGee, 710 Highland Ave., stated he was unclear why the City Council would consider this ordinance. Noted he is concerned about who will be living in the temporary dwelling and spoke regarding isolation and social care needs. Asked Council to vote down the ordinance.*

*Victor Summa, 812 St. Olaf Ave., noted no one spoke against or in favor of this item at the public hearing. Asked Council what they are accomplishing by approving this item. Asked about estimated costs for a family to build one of these dwellings.*

**A motion was made by Council Member Zweifel, seconded by Council Member DeLong, to approve the First Reading of Ordinance 985 - Amending Various Sections of Chapter 34 - Land Development Code Related to Temporary Family Health Care Dwellings. The motion carried by the following vote:**

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

**11. [Ord. 986](#)**

Consider Zoning Text Amendment Ordinance - R1 Lot Building Area Ratio.

*City Planner Tempel introduced this item and answered questions posed by Council.*

**A motion was made by Council Member DeLong, seconded by Council Member Peterson White, to approve the First Reading of Ordinance No. 986 - Amending Chapter 34 - Land Development Code with a Zoning Text Amendment - R1 Lot Building Area Ratio. The motion carried by the following vote:**

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

**12. [Res. 2017-008](#)**

Consider Resolution Affirming Support of Fire Station Facility Upgrade.

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

*Don McGee, 710 Highland Ave., encouraged Council to vote for this item. Asked Council to not hold the project up with embellishments and landscaping. Asked Council to add these items as a separate line item in the bid.*

**A motion was made by Council Member Colby, seconded by Council Member Ness, to approve the Resolution 2017-008 - Affirming Support of Fire Station Facility Upgrade. The motion carried by the following vote:**

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

**13. [17-618](#)**

Consider Support for the Pursuit of Establishing the Mayor's Youth Council as an Advisory Board or Commission.

*City Administrator Martig introduced this item and answered questions posed by Council. Mayor Pownell provided additional background information on this item.*

**A motion was made by Council Member Ness, seconded by Council Member DeLong, to support the pursuit of establishing the Mayor's Youth Council as an Advisory Board or Commission. The motion carried by the following vote:**

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

**14. [17-619](#)**

Consider Support for Pursuit of Establishing the Mayor's Task Force on Youth Alcohol & Drug Use as an Advisory Board or Commission.

**A motion was made by Council Member DeLong, seconded by Council Member Peterson White, to support pursuit of establishing the Mayor's Task Force on Youth Alcohol & Drug Use as an Advisory Board or Commission. The motion carried by the following vote:**

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

**15. [17-620](#)**

Discussion Mayor & City Council Approach on Collaboration around Board and Commissions and Special Topics.

*City Administrator Martig introduced this item and answered questions posed by Council. Council discussed items related to Council liaisons to boards/commissions, board/commission recognition, and topic areas.*

**Extend Meeting**

*During the discussion of the previous item, Council voted to extend the meeting.*

**A motion was made by Council Member Colby, seconded by Council Member Peterson White, to extend the meeting to 10:05 pm. The motion carried by the following vote:**

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

**No:** 1 - C. DeLong

**ADMINISTRATORS UPDATE**

*City Administrator Martig updated the Council on the upcoming Intergovernmental Meeting, provided information on upcoming meetings in February including the 6 pm closed session on February 7, and work session topics for February 14. The GARE cohort program is starting next week. NAFRS is holding a special meeting related to study that is underway on board/governance structure. Reported on the Public Safety Explorers Post meeting. Discussion on Strategic Planning will be on the next meeting agenda. Anticipate bringing back discussion where it was left and how to move forward. A Facilitator will be valuable to help build off what was done.*

**16. [17-621](#)**

## **ADJOURN**

**A motion was made by Council Member Peterson White, seconded by Council Member Colby, to adjourn the meeting at 10:15 pm. The motion carried by the following vote:**

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