



City of Northfield

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

Meeting Minutes - Final City Council

Tuesday, February 4, 2020

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:00 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

Mayor Pownell noted the supplemental agenda and noted a request has been made to move agenda item #8 from the consent agenda to the regular agenda.

A motion was made by Council Member Ness, seconded by Council Member Zweifel, to approve the agenda with the change of moving item #8 to the regular 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

APPROVAL OF MINUTES

1. [20-066](#) January 7, 2020 City Council Meeting Minutes.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve the January 7, 2020 City Council Meeting 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

2. [20-067](#) January 14, 2020 City Council Work Session Meeting Minutes.

A motion was made by Council Member Ness, seconded by Council Member Grabau, to approve the January 14, 2020 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

3. [20-068](#) January 21, 2020 City Council Meeting Minutes.

A motion was made by Council Member DeLong, seconded by Council Member Nakasian, to approve the January 21, 2020, City Council Meeting 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

PRESENTATIONS

4. [20-069](#) Presentation of Consider Resolution Proclaiming Tuesday, February 4, 2020 as "Wayne Eddy Day" in Northfield, Minnesota.

Council Member DeLong read a proclamation Recognizing Tuesday, February 4, 2020 as Wayne Eddy Day in Northfield. Mr. Eddy provided a few words regarding Northfield.

CONSENT AGENDA

City Administrator Martig introduced the consent agenda.

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve the consent. 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

5. [Ord. 1004](#) Consider Ordinance Vacating a Drainage Easement on the Locust Development 3rd Addition.

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

Approval of the Consent Agenda

A motion was made 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

6. [20-070](#) Consider Approving Summary Publication of Ordinance No. 1004 - Vacating Drainage Easement on the Locust Development 3rd Addition.

A motion was made 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

Enactment No: M2020-018

7. [20-071](#) Consider Approving Easement Agreement with Blackbird LLC, on Lot 2 Block 1 of Locust Development 3rd Addition.

A motion was made 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

Enactment No: M2020-019

- 9. [20-073](#) Consider Approval of Change Order No. 15 for the Division and Seventh Street Reconstruction Project, Washington Street Mill and Overlay and Various Parking Lot Rehabilitations Project.

A motion was made 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

Enactment No: M2020-020

- 10. [20-074](#) Consider Approving Disbursements totaling \$1,442,156.72

A motion was made 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

Enactment No: M2020-021

- 11. [Res. 2020-012](#) Consideration of Resolution Granting Spectrum Mid-America LLC (a/k/a “Charter”) a Franchise Extension through July 7, 2020.

A motion was made 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

- 12. [20-075](#) Consider Approving the Contract with Cannon River Water Partnership.

A motion was made 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

Enactment No: M2020-022

- 13. [20-076](#) Consider Approval of 2020 City Administrator Performance Evaluation Process.

A motion was made 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

Enactment No: M2020-023

- 14. [Res. 2020-013](#) Consider Approval of Amendments to City of Northfield Employee Handbook.

A motion was made 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

15. [Res. 2020-014](#) Consider Resolution Proclaiming Tuesday, February 4, 2020 as "Wayne Eddy Day" in Northfield, Minnesota.

A motion was made 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

OPEN PUBLIC COMMENTS

Jon Denison, Northfield, requested Council to be bold and consider putting something in the Charter to set a livable minimum wage in Northfield. Noted Minneapolis has done so and he asked the City to take a step and add Northfield to the list of cities that have set a livable minimum wage.

PUBLIC HEARINGS AND RELATED ACTION

16. [20-077](#) Public Hearing on the adoption of a Street Reconstruction Plan and Issuance of Street Reconstruction Bonds up to \$1,500,000 to finance the Trunk Highway 246 and Jefferson Parkway Intersection Reconstruction project.

Mayor Pownell declared the public hearing open at 6:14 pm. Public Works Director/City Engineer Bennett introduced this item.

Kari Gross, 1716 Archibald Circle, spoke against the project and bond, noted she will be going knocking on doors to get signatures for a referendum. Asked where cars are supposed to park when people come to town. Suggested Council have solid revenue coming in first and also research the plantings proposed for the project.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to close the Public Hearing at 6:23 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

17. [Res. 2020-015](#) Consider Resolution Approving a Street Reconstruction Plan and Giving Preliminary Approval to Issue Street Reconstruction Bonds related to financing for the Jefferson Parkway and Trunk Highway 246 Roundabout improvement project.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve Resolution 2020-015 - Approving a Street Reconstruction Plan and Giving Preliminary Approval to the Issuance of Street Reconstruction Bonds. The motion carried by the following vote:

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

No: 1 - C. DeLong

REGULAR AGENDA

8. [20-072](#) Consideration of Mayoral Appointments to the Housing and Redevelopment Authority.

City Administrator Martig introduced this item. City Attorney Hood provided an overview of the statutory authority for increasing the size of the HRA. City Attorney Hood answered questions posed by Council.

A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve appointments to the Housing and Redevelopment Authority of Sandy Gerdes for a four-year term ending December 31, 2023 and Shelley Holden for a five-year term ending December 31, 2024. The motion carried by the following vote:

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

No: 1 - C. DeLong

Enactment No: M2020-017

18. [Ord. 1010](#) Consider amendment to Northfield City Ordinance, Chapter 86 - Vegetation, Article 1 Regarding Noxious Weeds.

Program Coordinator Kallestad introduced this item. Kim Smith, EQC Member, provided information of the proposed ordinance changes and answered questions posed by Council. Nancy Braker, Director of the Carleton College Arboretum, answered questions posed by Council. Public Works Director/City Engineer Bennett answered questions posed by Council.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve the first reading of Ordinance No. 1010 - Amending Northfield City Code Chapter 86 - Vegetation, Article 1 Regarding Noxious Weeds. 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

19. [Res. 2020-016](#) Consider Resolution of Support for Raising the Legal Age for Tobacco Sales and Possession from 18 to 21 and Banning the Sale of Flavored Tobacco Products in the State of Minnesota.

Northfield Alliance for Substance Abuse Prevention representatives Michelle Dumonceaux and Katie Reed introduced this item.

A motion was made by Council Member DeLong, seconded by Council Member Nakasian, to approve Resolution 2020-016 - Indicating Support for Raising the Legal Age for Tobacco Sales from 18-21 and Banning the Sale of Flavored Tobacco Products in the State of Minnesota. 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

Recess

The Council took a break at 7:17 pm. The meeting resumed at 7:26 pm.

20. [20-078](#)

Update on Strategic Plan Progress - Quarter four 2019

City Administrator Martig introduced this item and reviewed the Quarter 4 report. Martig and Program Coordinator Kallestad answered questions posed by Council.

21. [20-079](#)

Review of Amendments to Strategic Plan Targets.

City Administrator Martig introduced this item and answered questions posed by Council. Program Coordinator Kallestad answered questions posed by Council.

ADMINISTRATORS UPDATE

22. [20-080](#)

City Administrator's Update.

City Administrator provided an update on the upcoming work session agenda for February 11, 2020. Noted board/commission training video was completed. Reminded everyone of the State of the City event on March 16.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

ADJOURN

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to adjourn the meeting at 9:01 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