



# City of Northfield

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

## Meeting Minutes - Final City Council

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Tuesday, July 20, 2021

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 p.m.*

**Present:** 7 - Council Member Clarice Grabau, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Jessica Peterson White, Mayor Rhonda Pownell, Council Member Jami Reister, and Council Member George Zuccolotto

### APPROVAL OF AGENDA

*Mayor Pownell noted additional information included in Supplemental Agenda Background Memorandums No. 1 and No. 2.*

**A motion was made by Council Member Ness, seconded by Council Member Nakasian, to approve the agenda moving Item 2. 21-413 Consider Summary Publication of Ordinance No. 1025 Amending Chapter Fourteen of the Northfield City Charter and Item 3. Ord. 1025 Consider Ordinance Amending Section 14.2 of the Northfield City Charter (Second Reading) to items 13b and 13a of the Regular Agenda and removing Item 5. 21-422 Consider motion adopting Carbon Reduction Fund Policy from the agenda. The motion carried by the following vote:**

### CONSENT AGENDA

*City Administrator Martig introduced the Consent Agenda. Council Member Zuccolotto joined the meeting at 6:05 p.m.*

### Approval of the Consent Agenda

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

**Yes:** 6 - C. Grabau, C. Nakasian, C. Ness, Mayor Pownell, C. Reister, and C. Zuccolotto

**Not Present:** 1 - C. Peterson White

1. [21-420](#) Consider Approval of July 13, 2021 City Council Meeting Minutes.
  
4. [21-421](#) Consider Approval of Consultant Services Contract for the Convention and Visitors Bureau.

Enactment No: M2021-097

6. [21-423](#) Consider Approving Disbursements totaling \$3,292,652.48.  
Enactment No: M2021-098

7. [Res. 2021-063](#) Approve Agreement for Routine Maintenance performed by the City of Northfield on various MnDOT Trunk Highways within the City of Northfield.

8. [21-424](#) Consider Approval of a Temporary Liquor License for Imminent Brewing, LLC for September 18, 2021.  
Enactment No: M2021-099

9. [21-425](#) Approve New Vehicle for Hire License for Virginia A. Klinger dba City Gal Transportation.  
Enactment No: M2021-100

## OPEN PUBLIC COMMENTS

*None.*

## REGULAR AGENDA

10. [Res. 2021-064](#) Consider Budget Amendment and Accepting Bids and Awarding Contract - City Hall Safety and Security Improvements.

*Public Works Director/City Engineer Dave Bennett introduced the item. Seven bids were received and opened on July 1, 2021 with CM Construction being the lowest responsible bidder with a total bid amount of \$606,000 and a total project cost of \$938,604.*

*Council Member Peterson White arrived at 6:10 p.m.*

**A motion was made by Council Member Ness, seconded by Council Member Grabau, to approve Resolution No. 2021-064 Accepting Bids and Awarding Contract for City Hall Safety and Security Improvements. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

11. [21-426](#) Consider Approval of Agreement to Close Out Fire Claim with League of Minnesota Cities Insurance Trust.

*Utilities Manager Justin Wagner introduced the item giving background information on the project. City Administrator Martig added additional information and thanked City Staff in their work on closing out this claim. Public Works Director/City Engineer Dave Bennett and Wagner answered questions from the Council.*

**A motion was made by Council Member Ness, seconded by Council Member Peterson White, to approve the Agreement to close out the fire claim with the League of Minnesota Insurance Trust. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

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Enactment No: M2021-101

**12. [Res. 2021-065](#)** Consider Resolution Establishing American Rescue Plan Special Advisory Committee and Appointments.

*City Administrator Martig introduced the item. Martig answered questions from the Council.*

**A motion was made by Council Member Ness, seconded by Council Member Nakasian, to approve Resolution No. 2021-065 Establishing American Rescue Plan Special Advisory Committee. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

**13. [21-427](#)**

*City Administrator Martig introduced the item. Martig presented details on the City's six strategic initiatives to include economic vitality; housing availability; quality facilities; diversity, equity and inclusion; service excellence and climate resiliency. Martig answered questions from the Council.*

**13a. [Ord. 1025](#)** Consider Ordinance Amending Section 14.2 of the Northfield City Charter (Second Reading)

**A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve the second reading of Ordinance No. 1025 Amending Section 14.2 of the Northfield City Charter. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

**13b [21-413](#)** Consider Summary Publication of Ordinance No. 1025 Amending Chapter Fourteen of the Northfield City Charter.

**A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve Summary Publication of Ordinance No. 1025 Amending Chapter Fourteen of the Northfield City Charter. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

Enactment No: M2021-102

## ADMINISTRATORS UPDATE

**14. [21-428](#)** City Administrator's Update.

*City Administrator Martig gave an update on City operations and developments.*

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

*C. Ness - NAFRS Finance Committee Meeting; NAFRS Board Meeting; Planning Commission Meeting; Neighborhood Meeting at Greenvale School.*

- C. Reister - Age-Friendly Northfield; NAFRS Meeting; Planning Commission Meeting.*
- C. Nakasian - Tour of 5th Street Lofts; Rail Funding.*
- C. Peterson White - Crazy Daze.*
- C. Zuccolotto - Neighborhood Meeting at Greenvale School; Planning Commission Meeting.*
- C. Grabau - Council Employment Policy Meeting; Planning Commission Meeting; Neighborhood Meeting at Greenvale School; Northfield Curbside Compost 4 year Anniversary.*
- Mayor Pownell - Planning Commission Meeting; Transportation Advisory Committee Meeting.*

## ADJOURN

**A motion was made by Council Member Ness, seconded by Council Member Peterson White, to adjourn the meeting at 7:33 p.m. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto