



# City of Northfield

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

## Meeting Minutes - Draft Council Employment Committee

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Wednesday, July 23, 2025

1:00 PM

Washington Conference Room

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### 1:00 PM - REGULAR AGENDA CALL TO ORDER AND ROLL CALL

*C. Holmes called the meeting to order at 1:02 p.m.*

**Present:** 3 - Council Member Peter Dahlen, Council Member Kathleen Holmes and Council Member Brad Ness

*Also present: Senior Attorney Christina Petsoulis, Flaherty & Hood; Jessica Nikunen and Katie Reger, Gallagher Benefit Consultants; Communications & HR Director Michelle Mahowald; HR Specialist Kathy Fredrickson*

### APPROVAL OF AGENDA

**A motion was made by C. Dahlen and seconded by C. Ness to approve the agenda.**

**Yes:** 3 - Council Member Dahlen, Council Member Holmes and Council Member Ness

### APPROVAL OF MINUTES

1. [25-410](#) May 19, 2025 Council Employment Committee Meeting Minutes

**A motion was made by C. Dahlen and seconded by C. Ness to approve the minutes of May 19, 2025.**

**Yes:** 3 - Council Member Dahlen, Council Member Holmes and Council Member Ness

### REGULAR AGENDA

2. [25-411](#) Approve revised City Administrator performance review policy.

*Communications and HR Director Mahowald introduced the item and answered questions posed by the committee. After discussion, the committee recommended moving the item to the August 4, 2025 City Council meeting agenda for full Council approval*

**This Motion was recommend for approval.**

3. [25-412](#) Gallagher presentation: Northfield's transition to Minnesota Paid Leave effective January 1, 2026 and preparation for 2026 health insurance renewal.

*Jessica Nikunen and Katie Reger from Gallagher Benefit Consultants presented the preliminary 2026 benefits renewal information and gave an overview of the MN Paid Leave*

*that the State of Minnesota is putting into effect on January 1, 2026. The information will be presented to the employee benefits committee in the near future. Final renewal information will be received in mid-to-late August and brought back to the Council Employment Policy Committee at the September meeting.*

**This Information/Discussion Item was presented and discussed.**

## **ADJOURNMENT**

*The meeting adjourned at 2:04 p.m.*

*The next Council Employment Policy Committee Meeting will be held at 1:00 p.m. on September 15, 2025.*

**A motion was made by C. Ness and seconded by C. Dahlen to adjourn the meeting.**

**Yes:** 3 - Council Member Dahlen, Council Member Holmes and Council Member Ness