



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, August 19, 2025

6:00 PM

Council Chambers

6:00 PM - CITY COUNCIL MEETING AGENDA

CALL TO ORDER

Mayor Zweifel called the meeting to order at 6:02 p.m.

Present: 7 - Council Member Brad Ness, Council Member Kathleen Holmes, Council Member Davin Sokup, Council Member Jessica Peterson White, Council Member Chad Beumer, Council Member Peter Dahlen, and Mayor Erica Zweifel

Also present: City Administrator Ben Martig; Public Works Director/City Engineer David Bennett; Streets and Parks Manager Andrew Tussing and City Clerk Lynette Peterson.

OPEN PUBLIC COMMENT

Rich Graves addressed the Council regarding public comment on items at Council meetings.

Jonathan Davis addressed the Council regarding uncontrolled intersections in the City of Northfield.

APPROVAL OF AGENDA

Mayor Zweifel noted Supplemental Agenda Background Memo No. 1 that includes the removal of Item Nos. 6 "Ord. 1081 Consider Second Reading of Ordinance 1081 Amending City Code Chapter 2, Related to City Boards and Commissions" and 7 "Summary Publication for Ordinance 1081 Amending City Code Chapter 2, Related to Boards and Commission" from the Consent Agenda and moving to a future City Council agenda.

A motion was made by Council Member Ness, seconded by Council Member Beumer, to approve the agenda removing Item No. 6 "Ord. 1081 Consider Second Reading of Ordinance 1081 Amending City Code Chapter 2, Related to City Boards and Commissions" and Item No. 7 "Summary Publication for Ordinance 1081 Amending City Code Chapter 2, Related to Boards and Commission" from the Consent Agenda and move them to a future City Council agenda. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

PRESENTATIONS

1. [25-446](#) Northfield Historical Society Annual Presentation.

Sean Allen, Executive Director of the Northfield History Center, presented the Northfield History Center annual report highlighting History Happy Hour, Cemetery Stories, Youth Posse Tour Guides; the Summer Intern Program, the Digital Division Project, Defeat of Jesse James Days exhibits and events, Notable Northfielder Exhibits, Rock and Roll Revival, installing a new database for easily finding information and restoration plan of the History Center Building. Allen answered questions from the Council.

CONSENT AGENDA

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

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

2. [25-447](#) Consider Approval of August 4, 2025 City Council Meeting Minutes.
3. [25-448](#) Consider Approval of August 12, 2025 City Council Special Meeting Minutes.
4. [25-449](#) Consider Approval of August 12, 2025 City Council Work Session Minutes.
5. [25-450](#) Consider Approving Disbursements totaling \$2,916,378.10
8. [Ord. 1083](#) First Reading of Ordinance No. 1083 Amending Chapter 30 - Health and Sanitation of the City Code Regarding Regulation of Cannabis Businesses, Lower-Potency Hemp Edible Retailers, and Events.
9. [25-452](#) Consideration of Amendment No.1 to the Indefeasible Right of Use Agreement, dated June 8, 2021 is entered into between CMN-RUS, LLC (f/k/a CMN-RUS, Inc.) and its affiliates (collectively, "Metronet"), and City of Northfield, Minnesota.
10. [25-453](#) Consider approval of intersection control modification at these uncontrolled intersections: 6th St & College St., 6th St. & Nevada St., 8th St. & College St., 9th St & Union St, 9th St. & College St.
11. [Res. 2025-082](#) Consider Resolution Approving a 20 MPH School Speed Zone on Jefferson Parkway by Bridgewater Elementary School.
12. [Res. 2025-083](#) Approve Agreement for Routine Maintenance performed by the City of Northfield on various MnDOT Trunk Highways within the City of Northfield.
13. [25-454](#) Consider Motion to Authorize the Purchase of Caterpillar 938 Front-End Loader.

PUBLIC HEARINGS AND RELATED ACTION

14. [25-455](#) Public Hearing on Charter Amendment to Section 3.5 of the City Charter.

Mayor Zweifel declared the public hearing open at 6:21 p.m. Charter Commission Chair Lance Heisler presented on the Charter Amendment to Section 3.5 of the City Charter. This amendment is brought forth to clean up the Charter regarding Council resignations, vacancies and terms of elected officials.

David DeLong addressed the Council in support of the proposed Charter amendment.

Council thanked the Charter Commission for bringing this amendment forward.

A motion was made by Council Member Sokup, seconded by Council Member Ness, to close the Public Hearing at 6:27 p.m. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

- 15. [Ord. 1084](#)** Consider Ordinance 1084 Charter Amendment to Section 3.5 of the City Charter (First Reading).

A motion was made by Council Member Ness, seconded by Council Member Peterson White, to approve the first reading of Ordinance No. 1084 Amending Chapter Three of the Northfield City Charter. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

- 16. [25-456](#)** Reports From the Mayor and Council Members.

Council Member Beumer - No report.

Council Member Dahlen - No report.

Council Member Holmes - No report.

Council Member Sokup - HRA Meeting.

Council Member Peterson White - 3rd Quarter Transportation Meeting for Hiawathaland Transit.

Council Member Ness - Age-Friendly Northfield Meeting.

Mayor Zweifel - Extreme Heat Task Force Quarterly Meeting, All Aboard Presentation.

REGULAR AGENDA

- 17. [Res. 2025-084](#)** Consider Resolution Approving Appointment of Mikayla Schmidt as Interim Community Development Director.

City Administrator Ben Martig presented on the appointment of Interim Community Development Director Mikayla Schmidt as current Community Development Director Jake Reilly has resigned from the City with his last day being September 11, 2025. Martig highlighted some of Reilly's accomplishments while at the City and Schmidt's qualifications to be appointed as Interim.

A motion was made by Council Member Holmes, seconded by Council Member Peterson White, to approve Resolution No. 2025-084 Approving Appointment of Mikayla Schmidt as Interim Community Development Director. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

18. [25-457](#) Consider Motion approving the Riverside Park Playground Improvement Plan.

Public Works Director/City Engineer David Bennett introduced new Streets and Parks Manager Andrew Tussing. Tussing introduced Northfield Riverside Lions Park Playground Improvement Plan Consultant Bruce Jacobson. Jacobson presented on the long-range park master plan zeroing in on the 7th Street playground. The playground space would be nature-based.

Jacobson and Bennett answered questions from the Council.

Rich Graves addressed the Council regarding time locks.

City Administrator Martig added additional information to the discussion.

A motion was made by Council Member Peterson White, seconded by Council Member Holmes, to approve the Riverside Park Playground Improvement Plan as presented. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel

RECESS

Council recessed at 7:23 p.m. Council meeting resumed at 7:29 p.m.

19. [25-458](#) Discuss Services Related to Expiring Residential Waste Hauling Contract with DSI and Upcoming Proposal Request.

Public Works Director/City Engineer David Bennett introduced the item presenting on the Request for Proposals for the Residential Waste Hauling Contract. Bennett gave an overview of the timeline for the RFP and new contract, review of existing services, Environmental Quality Commission Input, and Housing and Redevelopment Authority steps.

Bennett went through Policy feedback to include bi-weekly recycling; spring cleanup - adding a north site; working with reuse-type vendors to repurpose at spring cleanup; continuation of voluntary yard-waste program; and city-wide organics where residents voluntarily sign up.

Bennett answered questions from the Council.

Jeff Weas, Director of Sales from Dick's Sanitation, addressed the Council regarding their past partnership with the City of Northfield and concerns regarding the upcoming RFP process. Weis answered questions from the Council.

Council provided guidance on the policy questions presented for clarification in the RFP process and questions. Bennett will bring more information to a future meeting regarding organics and the RFP.

20. [25-459](#) Discuss Amendments to Board and Commission Rules of Business and Appendices Related to Remote Participation.

City Administrator Ben Martig introduced amendment discussion for the Board and Commission Rules of Business regarding remote participation. Staff recommendation is to allow remote access for members of the HRA, EDA, PC and HPC due to the powers they are granted and the timelines they may have to meetings to approve applications and other items. Council provided feedback and all were in favor of a trial period of that option. Staff will draft the Board and Commission Rules of Business with this option for approval at the next Council meeting.

ADMINISTRATORS UPDATE

21. [25-460](#)

City Administrator's Update.

City Administrator Ben Martig gave an update regarding the final bond sale results for the ice arena.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Beumer, to adjourn the meeting at 8:54 p.m. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel