



# City of Northfield

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

## Meeting Minutes - Draft City Council

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Tuesday, June 6, 2017

5:00 PM

Council Chambers

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**5:00 pm Closed Meeting; 6:00 pm Regular Meeting**

### 6:00 PM - REGULAR AGENDA

#### CALL TO ORDER

**Present:** 7 - Council Member Greg Colby, Council Member David DeLong, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Jessica Peterson White, Council Member Erica Zweifel, and Mayor Rhonda Pownell

#### APPROVAL OF AGENDA

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

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

**Not Present:** 1 - C. Nakasian

#### APPROVAL OF MINUTES

2. [17-843](#)

**A motion was made by Council Member Zweifel, seconded by Council Member Colby, to approve the May 16, 2017 City Council Meeting Minutes. The motion carried by the following vote:**

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

#### CONSENT AGENDA

*City Administrator Martig introduced the items on the consent agenda.*

*C. Nakasian arrived at 6:04 pm.*

**The consent agenda was approved by unanimous vote.**

**Yes:** 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

3. [17-844](#) Consider Approving Disbursements totaling \$1,264,221.59

4. [17-845](#) Consider Approval of Temporary Liquor Licenses for the Defeat of Jesse James Days Committee.

5. [17-846](#) Consider Approving Office Space for Northfield Rescue Squad

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 Association and Northfield Fire Relief Association

6. [17-847](#) Consider approving Change Order No. 1 for the Street Facility Parking Lot Overlay

### OPEN PUBLIC COMMENTS

*Jonathan Reppe, 519 Division Str. S., voiced objection to the expansion of the historic district. Noted he had been working since last fall with the Cannon Valley Watershed District, looking at solar for the building and was notified of the need for an additional exit. Feels the historic district expansion would jeopardize those projects. He has been notified that most likely will be unable to register in the national historic registry. Stated his objection to the expansion of the historic district.*

*Liz Reppe - 519 Division, stated there are no protections for the property owners in the historic district. Noted there are no timelines the HPC has to follow or no opportunity for property owners to appeal. Has great concerns about the delay this might cause if the Armory is added to the historic district as well as additional costs.*

*Victor Summa, 812 St. Olaf Ave., spoke in response to The Reppe's. Noted he is a proud owner of a historic building in the historic district. However, feels the comments are credible. Asked Council to table this item and discuss with the property owners. Feels the HPC overstates the role of the federal government in the HPC.*

### PUBLIC HEARINGS AND RELATED ACTION

7. [17-848](#) Public Hearing on Amended Currency Exchange License.

*City Clerk Little introduced this item and answered questions posed by Council.*

**Mayor Pownell opened the Public Hearing at 6:11 pm. A motion was made by Council Member Nakasian, seconded by Council Member Ness to close the Public Hearing at 6:15 pm. The motion carried by the following vote:**

**Yes:** 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

8. [Res. 2017-044](#) Consider Approval of Amended Currency Exchange License for Servicios Latinos Menas LLC at 513 First Street W.

**A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve Resolution 2017-044 - Approval of Amended Currency Exchange License for Servicios Latinos Menas LLC at 513 First Street W. The motion carried by the following vote:**

**Yes:** 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

9. [17-849](#) Public Hearing on Changes to the Northfield Historic District.

*City Planner Tempel presented information on the proposed amendments to the Historic District and answered questions posed by Council.*

*Dave Hvistendahl, 311 Water Str. S, provided historic background regarding the boundaries between 303 & 305 Water. Noted street addresses do not remain the same throughout history and they change many times.*

Jason Menard, Chair of the HPC, noted the HPC has been transparent during the process. They have involved the public and met with property owners. The HPC cherishes the downtown and makes all efforts to preserve the downtown. Encouraged building owners to contact him regarding any issues. Noted the HPC would be happy to meet with owners in an advisory way and are willing to have special meetings as needed.

Laura Meyers, co-owner of Imminent Brewing 519 Division Str., Unit 2, stated that they haven't spoken with anyone from the HPC. Noted they love the downtown and respect the importance of the building, but haven't had a chance to discuss the potential impacts on the business. The garage that houses their business was built in the 1960's. Spoke about solar as a great modification to the building.

Derek Meyers, 519 Division Str., S. Unit 2 co-owner of Imminent Brewing, looking at the changes they have made as being positive. If the building were brought back to its original state, they would have to demolish the garage. Noted solar on some downtown buildings and stated their concerned with being able to do this at the Armory if it is in the historic district because the panels may be visible.

Jon Denison, Northfield, asked if the consultant was hired because the armory was on the market. Noted many changes have happened to this building over time. Stated the armory project is dedicated to a vibrant and robust downtown. Recommend tabling the item to discuss the impacts of historic designation.

Randy Malecha, 517 Division Str., owned his building for 30 years, stated he has no reason to want the building in the historic district. Spoke against having his building in the historic district.

Council asked staff to prepare information for a work session discussion. Specifically whether the existence of being in the historic district creates barriers for property owners trying to make changes that would be beneficial to the property, the City and the environment (solar and other). Council members asked for policy documents, pros and cons, and benefits and barriers of being in the historic district.

**Mayor Pownell opened the Public Hearing at 6:17 pm. A motion was made by Council Member Nakasian, seconded by Council Member Ness, to close the Public Hearing at 6:53 pm. The motion carried by the following vote:**

**Yes:** 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

## Recess

Council took a short recess. The meeting resumed at 7:07 pm

## 10. [17-850](#)

### Public Hearing on Sale of Property - 219 Water Street South

Community Development Director Heineman introduced this item and answered questions posed by Council. Noted related actions for the sale of property and development agreement will be coming forward at a future meeting. City Planner Tempel provided information on the sale and minor subdivision of city-owned property located at 219 Water Street S.

Victor Summa, 812 St. Olaf Ave., stated it was hard to get straight answers. Noted fiduciary issues are important. Spoke regarding money the EDA gave to Upper Lakes Foods as recommended by staff. Questions whether subsidy is good business unless

*process is followed by Council and staff.*

**Mayor Pownell opened the public hearing at 7:07 pm. A motion was made by Council Member Nakasian, seconded by Council Member Colby, to close the Public Hearing at 7:24 pm. The motion carried by the following vote:**

**Yes:** 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

**11. [Res. 2017-045](#)** Consideration of Minor Subdivision of 219 Water Street

*City Planner Tempel answered questions posed by Council related to the minor subdivision requiring a type 5 review process. Council Members asked for the issue of the car parking on the sidewalk to be included in development agreement. Community Development Director Heineman answered questions posed by Council. Heineman noted the minor subdivision can be approved and will not be recorded until the development agreement is approved. Anticipating the development agreement and land sale to be on the August 22 Council agenda for final approval. Noted the staff report will include costs, and the development agreement will address parking, garbage enclosure, and all other standards that need to be met.*

**A motion was made by Council Member Peterson White, seconded by Council Member Nakasian, to approve Resolution 2017-045 - Approving a Minor Subdivision known as the Cannon River West Second Addition. The motion carried by the following vote:**

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

**No:** 1 - C. DeLong

## REGULAR AGENDA

**12. [Res. 2017-046](#)** Consider Resolution Approving Appointment of Brenda Angelstad as Finance Director.

*City Administrator Martig introduced this item and answered questions posed by Council. Following approval, newly appointed Finance Director Brenda Angelstad thanked Council for the opportunity.*

**A motion was made by Council Member Ness, seconded by Council Member Nakasian, to approve Resolution 2017-046 - Aproving Appointment of Brenda Angelstad as Finance Director. The motion carried by the following vote:**

**Yes:** 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

**13. [Res. 2017-047](#)** Consider Resolution Requesting Appointment of Deputy Registrar.

*City Administrator Martig introduced this item.*

**A motion was made by Council Member Colby, seconded by Council Member Ness, to approve Resolution 2017-047 - Requesting Appointment of Brenda Angelstad as Motor Vehicle Deputy Registrar for the City of Northfield. The motion carried by the following vote:**

**Yes:** 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

14. [Res. 2017-048](#) Consider Resolution Requesting Appointment of Driver's License Agent.

*City Administrator Martig introduced this item.*

**A motion was made by Council Member Ness, seconded by Council Member Colby, to approve Resolution 2017-048 - Requesting Appointment of Brenda Angelstad as Driver's License Agent for the City of Northfield. The motion carried by the following vote:**

**Yes:** 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

15. [17-851](#) Consider Approval of Refuse License for Curbside Compost Cooperative

*City Clerk Little introduced this item and answered questions posed by Council. Applicant Clifford Martin spoke regarding the core components of the curbside composting business. Noted the business was incorporated as a cooperative. Noted the business is starting small and scaling into more subscribers. Mr. Martin answered questions posed by Council.*

*Jane McWilliams, 301 7th Str. W., spoke regarding residential agreement where she lives that currently has compost service. Spoke with EQC about the City taking up the project. Noted she hopes it is required in the future. Thanked Mr. Martin for leading the way.*

*Jon Denison, Northfield, wished applicant luck with his business. Asked if the City should have a discussion about DSI being the sole collector. Asked if the City should be allowing citizens choice in open market.*

*Teri Knight, 319 Plum Str. S., commended applicants for service and wished them the best.*

*Public Works Director/City Engineer Bennett answered questions posed by Council. Noted City has ability to activate DSI to collect organic compost in the contract at anytime. The City can review with residential contract renewal in 2018/2019. Noted the pilot provides a method to allow voluntary participation.*

**A motion was made by Council Member Nakasian, seconded by Council Member Zweifel, to approve a refuse license for Curbside Compost Cooperative effective June 7 - March 31, 2018. The motion carried by the following vote:**

**Yes:** 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

16. [17-852](#) Consider Approval of DJJD North Babcock Park Lease Agreement

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

*TJ Heinrich, DJJD Committee Member, provided information regarding purchase of new bleachers. Noted new bleachers will seat about 1500 people and are accessible. Current bleachers seat approximately 700. The DJJD Committee would like to have them installed by the celebration.*

**A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve a lease agreement with Defeat of Jesse James Days Committee, Inc. for North Babcock Park. The motion carried by the following vote:**

**Yes:** 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

**17. [17-853](#)** Consider Proposal for Analysis of the Northfield Community Resource Center (NCRC) with AEM Financial Solutions.

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

*Victor Summa, 812 St. Olaf Ave., asked if NCRC tenants would be participating in costs. Feels that the costs should be borne by both parties. Asked why the City can't look at existing leases to determine problems before committing to spending \$12,000. Noted many financial studies of the NCRC.*

*City Administrator Martig noted the most recent study was a volunteer/community based effort to put information together. Volunteer Bron Scherer recommended seeking professional advice for this study and noted many volunteer hours spent on last study. This study will involve larger issues on leases.*

**A motion was made by Council Member Zweifel, seconded by Council Member Ness, to approve the Proposal for Analysis of the Northfield Community Resource Center (NCRC) with AEM Financial Solutions. The motion carried by the following vote:**

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

**No:** 1 - C. DeLong

**18. [17-854](#)** Discussion of Charter Commissioner Appointment Process.

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

*David Ludescher, thanked Council Members DeLong and Ness for bringing up the topic. Noted the Charter Commission has the same problem with the Council as the Council has with the Charter Commission in how do you get someone to obey when they don't want to obey. Spoke regarding denied dog permit. Noted this is not a Council decision or fight. Noted he offered Mr. Colby and Ms. Schotzko to follow the procedure in the Charter and he would submit their names to the judge to be appointed. Noted both refused to do so.*

*Judith Schotzko, 1400 Heritage Drive, noted previous letter submitted. Noted 3 members with terms that expire in 2017, Mr. Colby, Mr. Oney and Ms. Schotzko. Noted process she used to apply to the Charter Commission in December and her applicable background and reasons for doing so. Noted intent to apply for reappointment at the end of 2017 as she did in December 2016. Noted she followed the process in December 2016.*

*Victor Summa, 812 St. Olaf, noted none of the experiences talked about are Northfield's experiences. Stated Northfield Charter Commission is more committed to good governance. Stated Northfield Charter may be more restrictive. Stated the judge has a responsibility to understand our charter and doesn't read our charter. Stated he has spoken to judges. Stated he knows why the covenant is in the Charter. There is a process that gives the Charter Commission Chair a voice over the judge.*

*eComment received from Kiffi Summa, 812 St. Olaf Ave., noted Council has had*

*multiple conflicts with Chairs/Charter Commission over last 3-5 years. Noted the Sect. 2.3 was approved in July 2012. Stated Mayor and Administrator have no direct role in Charter except to follow. Feels Mayor and Administrator have intervened in the process. Two applicants applied directly to judge, in violation of 2.3. Council and Charter Comm. have been in conflict too many times. Issue of who/what prevails, conflicts, and enforcement of Charter must be resolved; in court if necessary.*

**At 9:00 pm, a motion was made by Council Member Peterson White, seconded by Council Member Colby, to extend the meeting until 9:20 pm. The motion carried by the following vote:**

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

**No: 1 - C. DeLong**

**At 9:07 pm., Council Member Peterson White called for a point of order for a rhetorical question from Council Member DeLong. Mayor Pownell asked Council Member DeLong to repeat his question. Council Member DeLong continued.**

**At 9:17 pm, Council Member DeLong called for a point of order for Council Member Peterson White ascribing the inappropriate nature of the Chair of the Charter Commission actions. Council Member Peterson White agreed to restate. Mayor Pownell asked Council Member Peterson White to please do so. Council Member Peterson White continued.**

**At 9:19 pm, a motion was made by Council Member Peterson White, seconded by Council Member Nakasian, to extend the meeting to 9:40 pm. The motion carried by the following vote:**

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

**No: 2 - C. DeLong, C. Ness.**

**At 9:30 pm, Council Member Peterson White called for a point of order for Council Member DeLong ascribing intention on Council Member Peterson White's comments. Mayor Pownell asked Council Member DeLong not to assign motive or talk about what others said. Mayor Pownell noted point of order was well taken.**

**A motion was made by Council Member DeLong, seconded by Council Member Ness, to appeal the ruling of the Chair. Council Member DeLong stated he heard Council Member Peterson White state the Chair of the Charter Commission and lots of allegations and motives about why he was doing something. Doesn't feel this is right or should be allowed. Since it was allowed, he felt he should be able to defend someone. Mayor Pownell noted the rules of business state that we are not supposed to be responding to what someone else says. Best to keep neutral and make comments directly to the Chair. The motion failed by the following vote:**

**Yes: 2 - C. DeLong, C. Ness**

**No: 5 - C. Colby, C. Nakasian, C. White, C. Zweifel, Mayor Pownell**

## **ADMINISTRATORS UPDATE**

*City Administrator Martig provided an update on the items for the June 13 meeting.*

**19. [17-855](#)**

**ADJOURN**

The meeting adjourned at 9:38 pm.