



# 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, July 17, 2018

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 6:08 pm.*

**Present:** 6 - Council Member Greg Colby, Council Member David DeLong, Council Member Brad Ness, Council Member Jessica Peterson White, Council Member Erica Zweifel, and Mayor Rhonda Pownell

**Absent:** 1 - Council Member Suzie Nakasian

### APPROVAL OF AGENDA

*Mayor Pownell noted the supplemental memos with two additions to the consent agenda and a request to move item 6 from the consent agenda to the regular agenda.*

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

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

### APPROVAL OF MINUTES

1. [18-351](#) June 19, 2018 City Council Meeting Minutes

**A motion was made by Council Member Colby, seconded by Council Member Ness, to approve the June 19, 2018 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

### PRESENTATIONS

2. [18-352](#) Presentation of mid-year report from the Northfield Downtown Development Corporation (NDDC).

*Jenni Roney, NDDC Executive Director, gave a mid-year report on NDDC activities, including being designated as a Minnesota Main Street program, moving into a shared office space with the Northfield Area Chamber of Commerce and Convention and Visitors Bureau, and the NEC. Roney answered questions posed by Council.*

### CONSENT AGENDA

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

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

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

3. [18-353](#) Consideration of Consultant Service Contract for Youth Investment Program with Youthprise and Northfield Healthy Communities Initiative related to the Northfield Mayor's Youth Council and the Northfield Alliance for Substance Abuse Prevention.
  4. [18-354](#) Consideration of a Stormwater Maintenance Agreement - Northfield Hotel Properties, LLC.
  5. [18-355](#) Consider Approving Disbursements totaling \$2,424,433.31
  7. [Res. 2018-069](#) Call for Public Hearing on Tax Abatement for 2018 Public Improvements.
  8. [Res. 2018-070](#) Consideration of Resolution Requesting Bridge Bond Funds for Bridge L2765 Replacement (Spring Creek Road).
  9. [18-357](#) Consider Approval of Liquor Licenses for The Ole Store Restaurant, LLC at 1011 St. Olaf Ave.
  10. [18-358](#) Consider Approval of Fire Department 2019 Contribution.
- [TMP-4171](#) Approve Mayoral Appointment of Tatum Hauck to the Park & Recreation Advisory Board.
- [TMP-4170](#) Approve Costs for Mayor Pownell to attend the National League of Cities City Summit

## OPEN PUBLIC COMMENTS

*Alexandra Miller, co-chair of Climate Action Plan Advisory Board, provided an update on the CAPAB activities. Provided a handout on scope of climate action plan.*

*Don McGee, Northfield, spoke regarding the comprehensive annual financial report. Noted it is a great document. Stated he is disappointed by the lack of comments and discussion on the report. Pointed out excess revenues over expenditures and asked Council about excess funds, budget-to-date and expenditures to-date for 2018.*

## REGULAR AGENDA

6. [18-356](#) Consider Approval of Change Order No. 1 for the Division and Seventh Street Reconstruction Project, Washington Street Mill and Overlay and Various Parking Lot Rehabilitations Project.

*Public Works Director/City Engineer Bennett introduced this item and answered*

questions posed by Council. City Administrator Martig answered questions posed by Council.

**A motion was made by Council Member DeLong, seconded by Council Member Ness, to authorize Change Order No. 1 (Attachment 1) for the Division and Seventh Street Reconstruction Project, Washington Street Mill and Overlay and Various Parking Lot Rehabilitations Project, City Project No. 2018 STRT A37 with Swenke Ims Contracting, LLC., for \$68,854.20 with the \$10,000 for the art foundation to come from the 1% art budget.**

**The motion carried by the following vote:**

**Yes:** 5 - C. Colby, C. DeLong, C. Ness, C. Peterson White, and C. Zweifel

**No:** 1 - Mayor Pownell

**11. [18-359](#)**

Consider Driveway Modification for Witt Brothers on the Division and Seventh Street Reconstruction Project.

*Public Works Director/City Engineer Bennett introduced this item.*

*Mike Witt, 507 E. Fremont Str./Witt Bros Service, spoke in support of request. Feels parking is important but not as critical as easy access to business.*

**A motion was made by Council Member Colby, seconded by Council Member Ness, to approve the proposed design modification for Witt Brothers Driveway off Seventh Street related to the Division and Seventh Street Reconstruction Project.**

**The motion carried by the following vote:**

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

**12. [Res. 2018-071](#)**

Consideration of Resolution Supporting Application for Transit Hub and Local Funding Match Commitment.

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

**A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve Resolution 2018-071 - Supporting Application for Transit Hub Grant and Local Funding Match Commitment. The motion carried by the following vote:**

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

**13. [18-361](#)**

Wastewater Treatment Plant Biosolids Fire Update.

*Public Works Director/City Engineer introduced this item, provided an update on the fire at the Wastewater Treatment Plant Biosolids Building and answered questions posed by Council. Utilities Manager Justin Wagner answered questions posed by Council.*

*Don McGee, Northfield, noted he spent 50 years as an engineer in the private sector. Noted he hasn't seen the facility, but has questions and finds the Whitmore report lacking. Asked about data collection system on everything that was going on in the facility.*

**Recess**

*The Council took a five minute recess at 7:41 pm. The meeting resumed at 7:48 pm.*

14. [18-362](#) Review Strategic Plan (2018-2020): Strategic Targets

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

**ADMINISTRATORS UPDATE**

*City Administrator Martig provided an update on the following items: The upcoming employee recognition program, ground breaking event for Benedictine and the Intergovernmental meeting at Greenvale Township Hall.*

15. [18-363](#) City Administrator's Update.

**REPORTS FROM THE MAYOR AND COUNCILMEMBERS**

*C. Ness - Reported on Dundas City Council meetings related to approval of the ballot question. Reported on CVB and Hospital Board meetings. Will be attending Coalition of Greater MN Cities conference. Reported on the Wastewater tour, ethics continuing education, and Chamber morning business brew.*

*C. Peterson White - Reported on First Friday Art Night events.*

*C. Colby - Thanked staff for the Wastewater tour.*

*C. Zweifel - Attended the Wastewater tour and thanked staff for their efforts. Reported on the EQC meeting.*

*Mayor Pownell - Attended Minnesota Hospital Association Conference. Noted budget information that has been included in past meeting documentation. Noted the upcoming Najwa/Human Rights Commission community picnic on July 28, 12:30 - 2:30 at Greenvale Park.*

**ADJOURN**

**A motion was made by Council Member Peterson White, seconded by Council Member Ness, to adjourn the meeting at 8:15 pm. The motion carried by the following vote:**

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