



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, May 7, 2019

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6 pm.

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

APPROVAL OF AGENDA

Mayor Pownell noted the supplemental memo and comments received.

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

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

APPROVAL OF MINUTES

1. [19-847](#) April 16, 2019 City Council Meeting Minutes

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve the April 16, 2019 City Council Meeting Minutes. The motion carried by the following vote:

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

PRESENTATIONS

2. [19-848](#) Swearing In New Deputy Chief of Police Mark Elliott and Police Officer Mark Murphy, Sr.

Police Chief Nelson spoke regarding the Police Officers Week resolution on the consent agenda. Chief Nelson introduced Deputy Chief Mark Elliott and Patrol Officer Mark Murphy Sr. City Clerk Little swore in Deputy Chief Elliott and Patrol Officer Murphy.

CONSENT AGENDA

City Administrator Martig introduced the items on the consent agenda.

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

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

3. [19-849](#) Consideration of a Stormwater Maintenance Agreement - St. Olaf College.
4. [Res. 2019-040](#) Consider Resolution Approving Street Maintenance Facility Roof Replacement Project Plans and Specifications and Authorizing Bids
5. [19-850](#) Consider Approving Disbursements totaling \$1,368,561.71
6. [Res. 2019-041](#) Call for Public Hearing of Business Subsidy/TIF Request by Schrom Construction.
7. [Res. 2019-042](#) Resolution Proclaiming May 11 - 17, 2019 as Police Week in the City of Northfield.

OPEN PUBLIC COMMENTS

None.

REGULAR AGENDA

8. [19-851](#) Presentation of Northfield Hospital and Clinics 2018 Audit.
Hospital President Steve Underdahl introduced Rob Schile, Clifton Larson Allen. Mr. Schile presented the Northfield Hospital and Clinics 2018 Audit. Schile provided an audit overview and outcomes, financial ratio analysis, GASB 68 update and information on industry trends. Schile answered questions posed by Council.
9. [Res. 2019-043](#) Consider Resolution Approving Lease of Space by Northfield Hospital & Clinics from Northgate Development Company, LLC for an Orthopedic and ENT Clinic at 1980 30th Street Northwest, Faribault MN.
City Administrator Martig introduced this item. Northfield Hospital + Clinics President Steve Underdahl presented information on the proposed lease of space in Faribault for orthopedic and ENT programs by Northfield Hospital + Clinics.
A motion was made by Council Member Ness, seconded by Council Member Nakasian, to approve Resolution 2019-043 - Approving Lease of Space by Northfield Hospital + Clinics from Northgate Development Company, LLC for an Orthopedic and ENT Clinic. The motion carried by the following vote:
Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell
10. [Res. 2019-044](#) Consider Approving Plans and Specifications and Order Advertisement for Bids for the 2019 Street Reclamation Project.
Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council.
A motion was made by Council Member Ness, seconded by Council Member Zweifel, to approve Resolution 2019-044 - Approving Plans and Specifications and

Authorizing Advertisement for Bids 2019 Street Reclamation Project - Project STRT2019-A42. The motion carried by the following vote:

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

11. [19-852](#)

Consider Motion to Authorize Preparation of Plans and Specifications for Highland Avenue and Ivanhoe Drive Sidewalk.

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

Carol Eyster, 915 Highland Ave., noted she would soon be moving to 715 Highland Ave. Spoke regarding need, process, alternative route and asked whether this location is more urgent than other sidewalk gaps. Stated that notice of less than 7 days was not adequate. Asked Council to consider placing sidewalk on the west side as it would only impact 2 properties and less trees. Asked to step back and allow for further consideration and input.

Tammy Prichard, 718 Highland Ave., noted she has lived in the neighborhood since 1993. Appreciates Council addressing safe routes to school, but noted neighborhood is already safe. Previously 24 school aged children in neighborhood, now there are 2-3. Noted there are not many vehicles during this time frame and there are 3 stop signs and 1 yield sign at the corner. Stated concern about the process and need.

Jane Stedman, 715 Highland Ave., stated she is not opposed to sidewalks and understands there will be a sidewalk eventually. She questioned the current proposal because of the urgency attached to it. Stated there are maybe 4-6 kids that take this route to school. Noted Ivanhoe is not a through street. Asked for numbers of use and what risks have been noticed in the past. Feels this is not urgent enough to take out of the normal process and that there are many higher risk areas.

Anna Clift, 804 Ivanhoe Dr., thanked Council for listening. Questioned data and noted the biggest concern as a parent is the other end of the path and crossing Lincoln Parkway to get to Greenvale School. Asked Council to look further into the data.

Jim Pritchard, 718 Highland Ave., agrees with previous speakers. Noted this is a safe area and has the most densely controlled intersections in town. Appreciates discussion about prioritization as there are a lot of places in town where the need is greater.

Don McGee, 710 Highland ave., noted he as lived on Highland Ave. for 56 years. Read goals from Safe Routes to School plan. Spoke regarding prioritized list of improvements. Stated he counted 25 vehicles and there is a lot of traffic. Feels this is dangerous.

A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to consider a prioritization of sidewalk gaps as part of 2020 Budget and Capital Improvement Plan preparation. The motion carried by the following vote:

Yes: 5 - C. Grabau, C. Nakasian, C. Peterson White, C. Zweifel, and Mayor Pownell

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

Recess

The Council took a five minute break at 8:08 pm. The meeting resumed at 8:16 pm.

12. [19-853](#)

Discussion on changes to Accessory Dwelling Unit Ordinance

Community Development Director Baker introduced this item and reviewed the process to date. Baker answered questions posed by Council related to parking requirements and definitions for tiny houses and RV's.

Barbara Evans, 800 St. Olaf Ave., thanked Council for taking time to hold an open house and discuss at a work session. Stated the open ended proposal approved by Planning Commission made for a lot of work. Stated she supports owner occupancy, urged Council not to change too much of the wording, and continue to protect Northfield's neighborhoods.

Council discussed the proposed language and noted the following:

C. Zweifel requested removal of parking and compatibility language.

C. Ness stated he is comfortable with language on compatibility and parking as proposed.

C. Nakasian supported striking the parking requirement and requested more information related to the compatibility language related tiny houses and RV's.

C. Peterson White stated she was comfortable with the language and we should not require off street parking.

C. Grabau noted she was comfortable with no parking requirement.

C. DeLong noted he is not comfortable with no parking requirement. Feels it is different if close to downtown. Noted compatibility and parking is very important to him.

C. Pownell fine with parking and fine with compatibility.

A motion was made by Council Member DeLong, seconded by Council Member Ness, that the proposed language include one accessible parking space shall be provided for each accessory dwelling unit. The motion failed by the following vote:

Yes: 3 - C. DeLong, C. Ness, and Mayor Pownell

No: 4 - C. Grabau, C. Nakasian, C. Peterson White, and C. Zweifel

Extend Meeting

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to extend the meeting by five minutes. The motion carried by the following vote:

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

No: 1 - C. DeLong

ADMINISTRATORS UPDATE

City Administrator Martig noted staff is reviewing the process for ordinances. Spoke regarding the Earth Day event. Noted May 11 City clean up day, Cannon River Art & Water Festival on May 11 and May 18 Love our City event which includes city projects with volunteerism. Transit Hub items are scheduled for May 21 meeting. The active bonding bill requests are in legislative mode. Representative Lippert has notified us that bonding requests for 2020 are due in June. Attended the City Managers conference last week. Developing budget timelines and will be on upcoming agenda. The Strategic Plan

update will be on the May 14 work session. Finance policy subcommittee met and discussed several policies.

13. [19-854](#)

City Administrator's Update.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Zweifel, to adjourn the meeting at 9:04 pm. The motion carried by the following vote:

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