



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, January 8, 2019

6:00 PM

Council Chambers

5:15 PM - CLOSED SESSION CALL TO ORDER

Mayor Pownell called the meeting to order at 5:15 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

1. [19-623](#)

Closed Meeting - Strategy for Labor Negotiations.

Mayor Pownell noted the meeting is proposed to be closed pursuant to Minn. Stat. § 13D.03, Subd. 1 for consideration of strategy for labor negotiations.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to close the meeting pursuant to Minn. Stat. § 13D.03, Subd. 1 for consideration of strategy for labor negotiations at 5:18 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

ADJOURN

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to adjourn the closed meeting at 5:40 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

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:01 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

2. [19-624](#)

Oath of Office - Council Members

City Clerk Little administered the Oath of Office to Council Members Grabau, Nakasian

and Peterson White.

APPROVAL OF AGENDA

Mayor Pownell noted the items in the supplemental memos including moving item 7 from the consent agenda to the regular agenda following item 16.

A motion was made by Council Member Nakasian, 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

3. [19-625](#) December 11, 2018 City Council Meeting Minutes.

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve the December 11, 2018 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

4. [19-626](#) Presentation on Clean Water-Focused events for the “Year of Water” Proclamation.

Utilities Manager Wagner introduced this item. Kristi Pursell, Cannon River Watershed Partnership (CRWP) Executive Director, provided information on the CRWP's request for the City to proclaim 2019 as the Year of Water and noted additional information on Year of Water activities can be found on CRWP's website.

CONSENT AGENDA

City Administrator Martig introduced the consent agenda items.

A motion was made by Council Member Ness, seconded by Council Member Zweifel, 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

5. [19-627](#) Consider Designation of Official Newspaper.
6. [19-628](#) Consider Designation of Official Depository for the City of Northfield.
8. [Res. 2019-001](#) Consider a Resolution Proclaiming 2019 as the “Year of Water” in Northfield.
9. [19-630](#) Consider Approving Disbursements totaling \$1,907,001.65

10. [Res. 2019-002](#) Consider Resolution Approving Lease of Space by Northfield Hospital & Clinics from ABC Financing 5, LLC For an Orthopedic Clinic at 1645 Lyndale Avenue North, Suite 101, Faribault MN.

OPEN PUBLIC COMMENTS

Olivia Frey, 401 Highland Ave., spoke in favor of the Accessory Dwelling Unit Ordinance. Spoke regarding additional amendments that would be helpful.

Victor Summa, 812 St. Olaf Ave., congratulated Clarice Grabau on being elected to the Council. Spoke about a New York Times article about big box expansion and gave the article to Councilor DeLong. Spoke about October 2018 Vanity Fair article about Holland Michigan.

PUBLIC HEARINGS AND RELATED ACTION

11. [19-631](#) Public Hearing - Improvement Hearing - 2019 Street Reclamation Project.

Mayor Pownell opened the public hearing at 6:20 pm. Engineering Manager Simonson introduced this item and provided information on the 2019 Street Reclamation Project. Public Works Director/City Engineer Bennett provided information related railroad quiet zone work on this project. Bennett answered questions posed by Council and responded to questions posed by the public.

Tim Peterson and Rachel Haider, Northfield Arts Guild, spoke regarding street improvements related to their performances in July, August and early September. Noted it would be helpful to know the schedule and where work is starting and ending. Stated they rely on income from these performances.

Will Schoreer, 206 Winona Str., thanked staff for holding the open house. Encouraged high level goals for the project. Spoke regarding vehicle speeds, design elements that should be looked at, looking at what is best for all users, and the Arts Corridor goals.

Alice Thomas, 418 College Str., spoke regarding the Third Str. portion west of the tracks. Stated Third Str. deserves special consideration due to its proximity to downtown. Feels extending context sensitive solutions is critical as well as using features similar to those used recently on other streets in the area of downtown.

Kristi Pursell, 907 Winona Str., spoke regarding CRWP partnership with the City to install rain gardens and would like to see if it is an option for this project.

Teri Knight, 319 Plum Str. S., noted she loves the idea of a railroad quiet zone and noted it is a quality of life issue for the neighborhood. Stated calming of traffic is also important. Noted she would be in favor of closing Third Str. at the tracks to through traffic. Stated her neighbors don't want sidewalks between Poplar & Plum.

Tony Huettl, 608 Gill Lane, noted he also owns 611 Gill Lane. Spoke against the installation of sidewalk on Zanmiller. Noted there are no children in the area and there are other sidewalks in the area. Stated concern for trees and our carbon foot print.

Jericho Nordstrom, 623 Zanmiller, spoke regarding cost of project and whether there will be an increased cost to residents in the project area over other residents in the City. Asked if the burden of payment is placed on those directly adjacent to the project. Noted sidewalk and street improvements wouldn't be worth it if there is a huge cost to

them.

A motion was made by Council Member Ness, seconded by Council Member Nakasian, to close the public hearing at 6:44 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

REGULAR AGENDA

12. [Res. 2019-003](#) Consider approval of 2019-2020 Sergeants labor agreement and memorandums of understanding.

Communications & Human Resources Director Mahowald introduced this item.

A motion was made by Council Member Ness, seconded by Council Member Nakasian, to approve Resolution 2019-003 - Approving Labor Agreement and Memorandums of Understanding Between the City of Northfield and Law Enforcement Labor Services, Inc. (Sergeants Unit). 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

13. [Res. 2019-004](#) Consider Approving New Base Pay Schedules for City of Northfield Employees

Communications & Human Resources Director Mahowald introduced this item.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve Resolution 2019-004 - Approving New Base Pay Schedules for City of Northfield Employees. 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

14. [19-632](#) Consideration of Election of Mayor Pro Tem.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve the appointment of Council Member Ness as Mayor Pro Tem for 2019. 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

15. [Res. 2019-005](#) Consider Resolution Approving Plans and Specifications and Authorizing Advertisement for Bid for the Wastewater Treatment Plants Biosolids Processing Equipment.

Utilities Manager Wagner introduced this item. Seth Peterson, Bolton & Menk, presented information on the project and answered questions posed by Council. Utilities Manager Wagner answered questions posed by Council and noted a facility study was completed in 2015. Public Works Director/City Engineer answered questions posed by Council and noted the facility plan is looked at every five years and staff is continually monitoring technology and other areas. Bennett noted an operational analysis and study are in the budget for 2019.

A motion was made by Council Member DeLong, seconded by Council Member Ness, to approve Resolution 2019-005 - Approving Plans and Specifications and authorizing Advertisement for Bids for Wastewater Treatment Plant Biosolids Processing Equipment Project WSTR2018-J16. 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

- 16. [Ord. 1000](#)** Consider Ordinance revising Accessory Dwelling Unit regulations in Chapter 34 - Land Development Code

City Planner Tempel presented information on this item and answered questions posed by Council.

Dayna Norvold, 27744 Denmark Ave. and HRA. Noted strategic plan items related to affordable housing. Spoke in support of the ordinance changes to provide affordable housing. Noted this allows for people to be creative in the use of their property. Noted going forward the City could possibly change other things to provide greater flexibility. Noted people need housing now and urged Council to make changes.

Mar Valdecantos, 6 Fareway Dr., spoke in support of changes to the ordinance and about the need for creative solutions for affordable housing.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve the First Reading of Ordinance No. 1000 - Revising Accessory Dwelling Unit Regulations in Chapter 34-Land Development Code. The motion carried by the following vote:

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

No: 2 - C. DeLong, and Mayor Pownell

Recess

The Council took a break at 8:17 pm. The meeting resumed at 8:25 pm.

- 7. [19-629](#)** Consider Approval of Board/Commission and Council Appointments.

City Clerk Little introduced this item. Mayor Pownell answered questions posed by the Council.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve the board/commission and Council appointments. 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

- 17. Ord. 1001** Consider Ordinance for Human Rights Commission Amendment to City Code Section 2-337.

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

Mar Valdecantos, 6 Fareway Drive, thanked the Council for considering the ordinance amendments. Noted the Human Rights Commission approved the proposed changes. Stated the HRC brings the most diversity to the boards/commissions. Noted the proposed changes will allow people to serve that may not be able to attend every meeting.

A motion was made by Council Member Peterson White, seconded by Council Member Zweifel, to approve the First Reading of Ordinance No. 1001 - Human Rights Commission Amendment to City Code Sec. 2-337. 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

18. [19-633](#)

Presentation of Existing Council Rules of Business and Discussion of Potential Amendments.

Mayor Pownell noted the time and asked Council if they wanted to discuss this item or wait for a future meeting. C. Peterson White suggested waiting for a subsequent meeting. There were no dissenting comments from the Council.

ADMINISTRATORS UPDATE

19. [19-634](#)

City Administrator's Update.

City Administrator Martig spoke regarding upcoming work session items and noted the upcoming Chamber Legislative meeting in St. Paul on Wednesday and the Intergovernmental Meeting on Wednesday, January 16.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Ness - none.

C. Zweifel - Reported on the CAPAB meeting where each group gave an update. Noted the February meeting will include the consultant and be an extended meeting. Reported on HRA cleanup days.

C. Nakasian - Reported on the 911 call center meeting.

C. Peterson White - none

C. Grabau - none.

C. DeLong - Reported on the Age Friendly meeting. Noted Christmas Tree pickup is taking place this week and next and residents do not need to take their trees to the corner. Trees should be put out on the normal garbage day at the curb. Suggested posting information where trees are sold.

Mayor Pownell - Welcomed members elected and sworn in tonight.

ADJOURN

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to adjourn the meeting at 8:56 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