



# City of Northfield

## Meeting Minutes - Final City Council

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

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Tuesday, November 2, 2021

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 6:00 p.m.*

**Present:** 6 - Council Member Clarice Grabau, Council Member Brad Ness, Council Member Jessica Peterson White, Mayor Rhonda Pownell, Council Member Jami Reister, and Council Member George Zuccolotto

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

#### APPROVAL OF AGENDA

*Mayor Pownell noted information included in Supplemental Agenda Background Memo Nos. 1 and 2.*

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

**Yes:** 6 - C. Grabau, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

#### PRESENTATIONS

1. [21-608](#) Update from Northfield Public Broadcasting (NPB) and Communications staff.

*Northfield Public Broadcasting Station Manager Sam Temple presented an update on Northfield Public Broadcasting. Communications Specialist Kara Trygestad presented on the City website app that is now available for download in the App Store. Temple and Trygestad answered questions from the Council.*

2. [21-609](#) Presentation regarding Zero Waste Plan.

*Program Coordinator Beth Kallestad presented an update on the draft Zero Waste Plan as a part of the Climate Action Plan. Kallestad answered questions from the Council. This item will be brought back to the Council in early 2022 for additional discussion.*

3. [21-610](#) Update on Franchise Fee Revenues and Refund Program.

*Public Works Director/City Engineer Dave Bennett updated the Council on the status of the Franchise Fees Revenues and Refund Program. Bennett answered questions from the Council.*

#### CONSENT AGENDA

*City Administrator Ben Martig introduced the Consent Agenda.*

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

**Reister, to approve the Consent Agenda. The motion carried by the following vote:**

**Yes:** 6 - C. Grabau, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

4. [21-611](#) Consider Approval of October 19, 2021 City Council Meeting Minutes.

5. [21-612](#) Consider Approval of Mayoral Board/Commission and Council Appointments.  
Enactment No: M2021-135

6. [Res. 2021-100](#) Consider Northfield Hospital + Clinics Lease Agreement for Urgent Care services at 2014 Jefferson Rd, Suites C and D.

7. [21-613](#) Consider Approving Disbursements totaling \$1,668,024.48  
Enactment No: M2021-136

## OPEN PUBLIC COMMENTS

*Leota Goodney, 212 Ames Street, thanked staff for answering her questions regarding TIF. Goodney expressed her support and encouraged the Council to fully fund the Spanish Translator and fund adequate staff for compliance of the rental ordinance.*

*Philip Spensley, 505 Lincoln Street North, past president of Friends of Lashbrook Park, addressed the Council regarding the grant for restoring habitat and transplanting ephemerals for the rusty patched bumble bee.*

*Rich Graves, 1202 Festler Court, addressed the Council in support of transplanting ephemerals, thanked the Council for translator services at meetings; commented on the traffic flow around Bridgewater and commented on the Home Energy Squad Audit program.*

## PUBLIC HEARINGS AND RELATED ACTION

8. [21-614](#) A Public Hearing to Consider expanding the Southbridge Development District and establish a Tax Increment Financing District for housing development south of Lincoln, in an area being platted as Kraewood.

*Mayor Pownell opened the public hearing at 6:53 p.m.*

*Economic Development Coordinator Nate Carlson and Ehlers Municipal Advisor Nick Anhut presented background information on Tax Increment Financing and on expanding the Southbridge Development District and establishing a Tax Increment Financing District for a housing development south of Lincoln in an area being platted as Kraewood.*

*Ken Engstrom, 513 Ivanhoe Avenue, addressed the Council opposing the TIF for Kraewood.*

*Rich Graves, 1202 Festler Court, addressed the Council regarding the TIF for Kraewood.*

*Philip Spensley, 505 Lincoln Street North, addressed the Council regarding the TIF for Kraewood and affordable housing.*

*Nathan Stencil, Rebound Stencil Development, addressed the Council regarding the TIF and the opportunity to provide the development for the community.*

**Recess**

*Council recessed at 7:30 p.m. Council meeting resumed at 7:37 p.m.*

**8. 21-614**

A Public Hearing to Consider expanding the Southbridge Development District and establish a Tax Increment Financing District for housing development south of Lincoln, in an area being platted as Kraewood.

*Carlson, Anhut and City Administrator Martig answered questions from the Council.*

**A motion was made by Council Member Peterson White, seconded by Council Member Reister, to close the Public Hearing at 8:10 p.m. The motion carried by the following vote:**

**Yes:** 5 - C. Grabau, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

**Abstained:** 1 - C. Ness

**9. Res. 2021-101**

Council Resolution expanding the Southbridge Development District and establishing a Tax Increment Financing District for housing development south of Lincoln, in an area being platted as Kraewood.

**A motion was made by Council Member Peterson White, seconded by Council Member Grabau, to approve Resolution No. 2021-101 Approving the Modification of the Development Program for Southbridge Development District, Establishing a Tax Increment Financing District, and Approving a Tax Increment Financing Plan Therefor (Kraewood Housing Project). The motion carried by the following vote:**

**Yes:** 4 - C. Grabau, C. Peterson White, Mayor Pownell, and C. Reister

**No:** 1 - C. Zuccolotto

**Abstained:** 1 - C. Ness

**REGULAR AGENDA****10. Ord. 1028**

Consideration of the Second Reading of the Ordinance Rezoning 600 Greenvale Ave. (Parcel ID 2236150002) and Parcel ID 2236125002 from N1-B: Neighborhood General 1 to N2-B: Neighborhood General 2.

**A motion was made by Council Member Peterson White, seconded by Council Member Reister, to approve the second reading of Ordinance No .1028 Rezoning a Parcel of Land at 600 Greenvale Avenue (Parcel ID 2236150002) and a Parcel of Land at Parcel ID 2236125002 in the City of Northfield, Rice County, Minnesota from N1-B: Neighborhood General 1 to N2-B: Neighborhood General 2. The motion carried by the following vote:**

**Yes:** 4 - C. Grabau, C. Peterson White, Mayor Pownell, and C. Reister

**No:** 1 - C. Zuccolotto

**Abstained:** 1 - C. Ness

**11. 21-615** Consider Summary Publication of Ordinance No. 1028 rezoning 600 Greenvale Ave. and Parcel ID 2236125002 from N1-B: Neighborhood General 1 to N2-B: Neighborhood General 2.

**A motion was made by Council Member Peterson White, seconded by Council Member Reister, to approve the Summary Publication of Ordinance No. 1028 Rezoning 600 Greenvale Avenue (Parcel ID 2236150002) and Parcel ID 2236125002 from N1-B: Neighborhood General 1 to N2-B: Neighborhood General 2. The motion carried by the following vote:**

**Yes:** 4 - C. Grabau, C. Peterson White, Mayor Pownell, and C. Reister

**No:** 1 - C. Zuccolotto

**Abstained:** 1 - C. Ness

Enactment No: M2021-137

**12. 2021-102** Consider Resolution Recommending Preliminary Budget and Levy for presentation at Public Hearing on December 7, 2021.

*City Administrator Martig introduced the item giving background information and noting three draft resolutions were including in Supplemental Agenda Background Memo No. 2 including the following options:*

*Option A - 11.6% tax levy increase and corresponding budget & staffing  
Option B - 10.4% tax levy increase and corresponding budget & staffing  
Option C - 8.6% tax levy increase and corresponding budget & staffing*

**A motion was made by Council Member Peterson White, seconded by Council Member Ness, to recommend preparation of information for the December 7th proposed budget and property tax hearing with Option A: \$11,852,323, Approximate 11.6% Increase. The motion carried by the following vote:**

**Yes:** 6 - C. Grabau, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

Enactment No: M2021-138

### Extend the Meeting

**A motion was made by Council Member Peterson White, seconded by Council Member Ness, to extend the meeting until Item 13. 21-616 Discussion of Proposed Sustainable Building Policy is complete. The motion carried by the following vote:**

**Yes:** 6 - C. Grabau, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

**13. 21-616** Discussion of Proposed Sustainable Building Policy.

*Program Coordinator Beth Kallestad presented on the Northfield Sustainable Building*

*Policy. Kallestad and City Administrator Martig answered questions from the Council. This item will be brought back to the December meeting.*

*Due to time constraints, Matt Rohn, 908 West First Street, stated he will submit his comments in writing in support of this policy.*

**14. 21-617**

Update and Discussion on Parks and Recreation Capital Investment Plan.

*Due to time constraints, this item will be moved to a future agenda.*

**ADMINISTRATORS UPDATE****15. 21-618**

City Administrator's Update.

*Due to time constraints, no update was given.*

**REPORTS FROM THE MAYOR AND COUNCILMEMBERS**

*Due to time constraints, no reports were given.*

**ADJOURN**

**A motion was made by Council Member Ness, seconded by Council Member Peterson White, to adjourn the meeting at 9:14 p.m. The motion carried by the following vote:**

**Yes:** 6 - C. Grabau, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto