



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
northfieldmn.gov

Meeting Minutes - Draft City Council

Tuesday, June 11, 2024

6:00 PM

Council Chambers

Work Session

6:00 PM - CITY WORK SESSION AGENDA

CALL TO ORDER

Mayor Pownell called the meeting to order at 6:04 p.m.

Present: 7 - Council Member Brad Ness, Mayor Rhonda Pownell, Council Member Jami Reister, Council Member George Zuccolotto, Council Member Kathleen Holmes, Council Member Davin Sokup, and Council Member Jessica Peterson White

Also present: City Administrator Ben Martig, Finance Director Brenda Angelstad, Public Works Director/City Engineer David Bennett, Police Chief Mark Elliott, Community Development Director Jake Reilly, Library Director Natalie Draper, and Deputy City Clerk/Executive Administrative Assistant Sara Hoffman (recording secretary)

REGULAR AGENDA

1. [24-379](#) Presentation of the City of Northfield Annual Comprehensive Financial Report for the Year Ended December 31, 2023.

Mayor Pownell introduced Tom Olinger from Abdo. Olinger introduced the item, summarized the audit results and detailed the audit findings. He then further discussed expenses, revenues, funds, and debt service and identified changes from the 2022 audit.

City Administrator Ben Martig, Finance Director Brenda Angelstad, and Olinger answered questions from the Council.

2. [24-383](#) Discuss 2025 Reclamation and Overlay Project Walking and Biking Improvements and Mill Towns State Trail Projects.

Public Works Director/City Engineer David Bennett introduced the item. He discussed the City's bike and pedestrian plan and how it was developed. Bennett then went into more detail on the Mill Towns Trail project and changes the Council requested at the June 4, 2024 City Council meeting. He explained that given the late stage of project planning it would be difficult to make the requested changes.

Council agreed to amend the previous motion at a future City Council meeting. Bennett and City Administrator Ben Martig answered questions from the Council. Council provided feedback on specific projects.

3. [24-380](#) Discuss Wall Street Road Improvement Project Schedule and

Plazas.

Public Works Director/City Engineer David Bennett introduced the item. He provided updates on the timeline and funding and asked Council for feedback on specific aspects of the project. City Administrator Ben Martig detailed future plans for the trail.

Council offered feedback on the plaza design, advising staff to downsize the existing design due to proximity to downtown and the Carleton College arboretum. Bennett offered suggested changes to the design. Martig and Bennett answered questions from the Council.

Recess

Council recessed at 7:40 p.m. Council meeting resumed at 7:47 p.m.

4. [24-381](#) Review and Discussion of 5-year Capital Improvement Plan (CIP).

Mayor Pownell explained that the CIP and CEP agenda items will be combined into the same presentation. Public Works Director/City Engineer David Bennett introduced the item and pointed out that Police Chief Mark Elliott, Library Director Natalie Draper, and Community Development Director Jake Reilly were in attendance to answer questions regarding their department budget requests.

Bennett detailed ongoing and future projects and equipment by department or building. City Administrator Ben Martig and Draper offered additional information on projects. Martig also discussed a planned sale of property by the Northfield Hospital and Clinics and potential acquisition by the Housing and Redevelopment Authority (HRA). The Council offered feedback on the property and expressed interest in the HRA acquiring it for housing.

The Council offered feedback on other projects. Bennett, Finance Director Brenda Angelstad, and Martig answered questions from the Council.

5. [24-382](#) Review and Discussion of 5-year Capital Equipment Plan (CEP).

No additional presentation was given.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Holmes, to adjourn the meeting at 8:48 p.m. The motion carried by the following vote:

Yes: 7 - C. Ness, Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and C. Peterson White