



# City of Northfield

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

## Meeting Minutes - Draft City Council

---

Tuesday, March 20, 2018

6:00 PM

Council Chambers

---

### 6:00 PM - REGULAR AGENDA CALL TO ORDER

*Mayor Pownell called the meeting to order at 6:04 pm.*

**Present:** 5 - Council Member David DeLong, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Jessica Peterson White, and Mayor Rhonda Pownell

**Absent:** 2 - Council Member Greg Colby, and Council Member Erica Zweifel

### APPROVAL OF AGENDA

*Mayor Pownell noted the items in the supplemental memo.*

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

**Yes:** 5 - C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

### APPROVAL OF MINUTES

1. [18-160](#) March 6, 2018 City Council Meeting Minutes

**A motion was made by Council Member Ness, seconded by Council Member Nakasian, to approve the March 6, 2018 minutes. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

2. [18-161](#) March 13, 2018 City Council Meeting Minutes

**A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve the March 13, 2018 minutes. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

### PRESENTATIONS

*Police Chief Nelson gave an update related to the recent overdoses and drug identified as Carfentanil and thanked partner organizations involved. The Mayor and Council provided recognition for the quality work of the Police Department.*

3. [18-162](#)  
Presentation related to recent overdoses and drug identified as Carfentanil

## 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 Ness, to approve the consent agenda. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

4. [18-163](#) Consider Approving Disbursements totaling \$1,311,693.79
5. [18-164](#) Consider Mayoral Appointments
6. [18-165](#) Consider Accepting the Agricultural Land Lease for Fargaze Meadows Outlots C & D (Meadows Park Land)

## OPEN PUBLIC COMMENTS

*Sarah Weeks, Chair of Library Board. Thanked Friends of Library and City of Northfield for the complete renovation of the Library.*

*Bill North, 109 Winona Str. Noted it was a pleasure working with the City and Library on the renovation and expansion project. He noted his comments coincide with the closing of the accounting project fund later in the agenda.*

## REGULAR AGENDA

7. [Ord. 996](#) Consider Ordinance Establishing the Northfield Alliance For Substance Abuse Prevention (formerly known as Mayor's Task Force on Youth Alcohol & Drug Use)

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

*Katie Reed, HCI, introduced herself and spoke on the Northfield Alliance For Substance Abuse Prevention (ASAP).*

**A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve the First Reading of Ordinance No. 996 - Establishing the Northfield Alliance for Substance Abuse. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

8. [Res. 2018-035](#) Consider Resolution Approving Fees Related to City Identification Card

*City Administrator Martig introduced this item and answered questions posed by Council. Martig noted that the \$2.00 Library card replacement fee will be clarified in the language to be included as part of the \$10 card replacement fee.*

**A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve Resolution 2018-035 - Approving Fees/Charges for City Identification Card with Alternate "B". The motion failed by the following vote:**

**Yes: C. Nakasian, C. Peterson White, Mayor Pownell**  
**No: C. DeLong, C. Ness**

**A motion was made by Council Member Peterson White, seconded by Council Member DeLong, to approve Resolution 2018-035 - Approving Fees/Charges for City Identification Card with Alternate "A". The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

9. [Res. 2018-031](#) Consider Resolution Declaring Amount to be Assessed - 2018 Division Street and Seventh Street Reconstruction and Washington Street Mill and Overlay and Various City Parking Lots

*Engineering Manger Simonson introduced this item and answered questions posed by Council. Public Works/City Engineer Bennett answered questions posed by Council.*

**A motion was made by Council Member DeLong, seconded by Council Member Ness, to approve Resolution 2018-031 - Declaring Amount to be Assessed - 2018 Division Street and Seventh Street Reconstruction and Washington Street Mill and Overlay and Various City Parking Lots - STRT2018-A37. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

10. [Res. 2018-032](#) Consider Resolution Calling for Assessment Hearing for 2018 Division Street and Seventh Street Reconstruction and Washington Street Mill and Overlay and Various City Parking Lots.

*Engineering Manager Simonson and 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 Peterson White, to approve Resolution 2018-032 - Calling for Assessment Hearing for Division Street and Seventh Street Resconstruction and Washington Street Mill and Overlay and Various City Parking Lots - STRT2018-A37. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

11. [Res. 2018-033](#) Consider Resolution Approving Application to Minnesota Pollution Control Agency Environmental Assistance Grant for Greater Minnesota Recycling and Composting

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

*Alexandra Miller, 417 4th Str. W, spoke regarding the grant and asked for support from Council.*

*Anika Rychner, Program Director of CAC, spoke regarding making the CAC food shelf a SuperShelf partner.*

**A motion was made by Council Member Ness, seconded by Council Member Peterson White, to approve resolution 2018-033 - Authorization Resolution for Minnesota Pollution Control Agency Environmental Assistance Grant FY2018-2019**

**Grant Program for Greater Minnesota Recycling and Composting. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

- 12. [Res. 2018-034](#)** Consideration of a Resolution to Close the Library Capital Project Fund #462 and Authorize an Interfund Transfer and Budget Amendment

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

**A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve Resolution 2018-034 - Closing the Library Capital Project Fund #462 and Authorizing an Interfund Transfer and 2017 Budget Amendment. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

## ADMINISTRATORS UPDATE

*City Administrator Martig provided updates on the following items: Thanked staff and Mayor for the State of the City Address, will be attending the LMC Legislative Conference this week with Mayor Pownell, the Charter Commission meets on Thursday, provided an update on the NCRC study, and noted the Council Finance Policy Subcommittee and Council Employment Policy Committee meet next week.*

- 13. [18-166](#)**

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

*C. Peterson White - Attended the State of the City Address. Noted what a tremendous event it was, the positive feedback she received, and thanked staff for their work and the Mayor for the address. Reported on Northwest Area Process Advisory Committee meetings and the NAFRS meeting.*

*C. Ness - Reported on a Hospital/City meeting with City Administrator Martig, Hospital President Underdahl, Mayor Pownell and Hospital Board Chair. Attended the joint meeting of the Park & Recreation Advisory Board and Planning Commission. Reported on CVB meeting.*

*C. Nakasian - Attended the National League of Cities meeting in Washington last week. Appointed to the NLC National Infrastructure Committee. Will provide a more detailed report in the future.*

*C. DeLong - No report.*

*Mayor Pownell - Thanked staff and Council for attendance at the State of the City Address and for all the work that was done for the event.*

## ADJOURN

**A motion was made by Council Member Ness, seconded by Council Member Peterson White, to adjourn the meeting at 8:03 pm. The motion carried by the following vote:**

**Yes:** 5 - C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell