



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, September 18, 2018

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:03 pm.

Present: 6 - Council Member Greg Colby, Council Member David DeLong, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Erica Zweifel, and Mayor Rhonda Pownell

Absent: 1 - Council Member Jessica Peterson White

APPROVAL OF AGENDA

Mayor Pownell noted the items in the supplemental memos.

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: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

APPROVAL OF MINUTES

1. [18-453](#) September 4, 2018 City Council Meeting Minutes

A motion was made by Council Member Nakasian, seconded by Council Member Colby, to approve the September 4, 2018 City Council Meeting Minutes. The motion carried by the following vote:

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

PRESENTATIONS

2. [18-454](#) Presentation - Introducing the Library's Youth Services/Teen Librarian Layna Mestad and the Teen Program initiatives.

Director of Library and IT Services Jensen introduced Layna Mestad, Youth Services/Teen Librarian. Ms. Mestad spoke regarding the Teen Initiatives at the Library, including Teen Read Month and Teen Waivers for Fines during the month of October.

CONSENT AGENDA

City Administrator Martig introduced the consent agenda.

A motion was made by Council Member Colby, seconded by Council Member Ness, to approve the Consent Agenda. The motion carried by the following vote:

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

3. [Res. 2018-085](#) Consider Resolution Establishing Northfield Transportation Advisory Committee.
4. [Res. 2018-086](#) Consider Fine forgiveness during October 2018 for Teens during Teen Read Month.
5. [Res. 2018-087](#) Consider Proclamation Declaring October 2018 as Teen Read Month.
6. [18-455](#) Consider Approving Disbursements totaling \$1,435,025.53.
7. [Res. 2018-088](#) Consider Resolution Supporting Northfield Community Celebration of International Day of Peace on September 21, 2018.
8. [Res. 2018-089](#) Proclaim September 17 - 23 as Constitution Week in Northfield.
9. [18-456](#) Consider approval of Public Works Street and Utilities Policies.

OPEN PUBLIC COMMENTS

Caroline Pritchard and Molly Stevens, Mayor's Youth Council (MYC) members, provided an update on activities. Noted there are 18 members this year. Currently working on voter registration, candidate forum, Marnitas Table and game night. Spoke about the MYC Value Statements they use as a filter on what is discussed and brought forward.

Mar Valdecantos, 6 Fareway Drive and Human Rights Commission Chair. Thanked the City Council for support of the International Day of Peace. Spoke regarding the event on September 21 at 6:00 pm. Noted the event will focus on emphasizing rights of indigenous peoples.

REGULAR AGENDA

10. [Res. 2018-090](#) Consider Resolution Providing for the Issuance and Sale of \$1,765,000 General Obligation Improvement and Abatement Bonds, Series 2018B.

Finance Director Angelstad introduced Nick Anhut, Ehlers Associates. Mr. Anhut presented results of the bond sale. Noted there were four bids received. Stated the update from Standard & Poors affirmed the City's AA rating. This rating attributes to the low cost of borrowing. The bids were favorable with a 2.70% true interest cost. Anhut recommended accepting the bids and awarding the 2018A Bonds to United Bankers Bank. Anhut answered questions posed by Council.

A motion was made by Council Member Nakasian, seconded by Council Member Colby, to approve Resolution 2018-090 - Providing for the Issuance and Sale of \$1,765,000 General Obligation Improvement and Abatement Bonds, Series 2018B. The motion carried by the following vote:

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

11. [Res. 2018-091](#) Consideration of Resolution Adopting a Proposed 2018 Northfield Economic Development Authority (EDA) Tax Levy Payable in 2019.

Finance Director Anglestad 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 2018-091 - Adopting a Proposed 2018 Northfield Economic Development Authority (EDA) Tax Levy Payable in 2019. The motion carried by the following vote:

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

- 12. [Res. 2018-092](#)** Consideration of Resolution Adopting a Proposed 2018 Northfield Housing and Redevelopment Authority (HRA) Tax Levy Payable in 2019.

Finance Director Angelstad introduced this item and answered questions posed by Council.

A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve Resolution 2018-092 - Adopting a Proposed 2018 Northfield Housing and Redevelopment Authority (HRA) Tax Levy Payable in 2019. The motion carried by the following vote:

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

- 13. [Res. 2018-093](#)** Consideration of Resolution Adopting a Proposed 2018 Total Tax Levy Payable in 2019, includes HRA & EDA.

City Administrator Martig introduced this item. Finance Director Angelstad reviewed the city-wide levy options. Martig and Angelstad answered questions posed by Council.

A motion was made by Council Member Nakasian, seconded by Council Member Zweifel, to approve Resolution 2018-093 - Adopting a Proposed 2018/Payable 2019 Tax Levy with a 9.86% preliminary levy.

A motion to amend was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve Resolution 2018-093 Adopting a Proposed 2018/Payable 2019 Tax Levy with a 7.45% preliminary levy.

Council Member Nakasian withdrew her second to the amendment. Mayor Pownell stated that there was no amendment on the table.

Council Member DeLong appealed the ruling of chair noting that he did not have time to second the motion. The appeal was sustained by the following vote:

Yes: 3 - C. DeLong, C. Ness, C. Zweifel No: 2 - C. Colby, C. Nakasian.

Council Member Zweifel withdrew her amendment. Council Member Nakasian withdrew her original motion.

A motion was made by Council Member Nakasian, seconded by Council Member DeLong, to approve Resolution 2018-093 - Adopting a Proposed 2018/Payable 2019 Tax Levy - 7% Increase.

The motion carried by the following vote:

Yes: 5 - C. Colby, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

No: 1 - C. DeLong

14. [Res. 2018-094](#) Consideration of a Preliminary General Fund Budget and Establishing a Date and Time for the Public Hearing.

A motion was made by Council Member Colby, seconded by Council Member Nakasian, to approve Resolution 2018-094 - Adopting Preliminary General Fund Budget and Establishing a Date and Time for the Public Hearing - 7% increase. The motion carried by the following vote:

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

15. [Res. 2018-095](#) Consider Resolution Approving Appointment of Michael Ericson as Interim Community Development Director.

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

A motion was made by Council Member Colby, seconded by Council Member Ness, to approve Resolution 2018-095 - Approving Appointment of Michael Ericson as Interim Community Development Director. The motion carried by the following vote:

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

16. **Ord. 998** Consider Approving Amendment of Article IV of Chapter 70 of Northfield City Code on Right-of-Way Management.

Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council. Bennett noted CUP language can be added before the second reading.

Katherine Pasker, attorney representing Verizon Wireless, noted they are proposing five installations. They are interested in starting the installations. Noted the statutory urgency and that the Statute requires co location agreements. Stated the level of detail in this agreement is new. Provided copies of proposed changes to the agreement.

A motion was made by Council Member Ness, seconded by Council Member DeLong, to approve the First Reading of Ordinance 998 - Amendment of Article IV of Chapter 70 of Northfield City Code on Right-of-Way Management. The motion carried by the following vote:

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell

Consider the Master Small Cell Wireless Facility Collocation Agreement.

A motion was made by Council Member DeLong, seconded by Council Member Ness, to approve the master small cell wireless facility collocation agreement. The motion failed by the following vote:

Yes: 3 - C. DeLong, C. Ness, and C. Zweifel

No: 3 - C. Colby, C. Nakasian, and Mayor Pownell

17. [18-457](#) Discussion of Public Works Banner Policy.

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

ADMINISTRATORS UPDATE

City Administrator Martig reported on the Charter Commission/City Council Joint meeting. Noted staff is working on education for the Cannon River Civic Center and doing presentations. Noted there is a NAFRS meeting this week. Reported on the positive comments on the Library Hispanic Heritage Month celebration. Noted upcoming events: October 4th - Greenvale Park Community School volunteer dinner event and October 17th - Intergovernmental Meeting at Bridgewater Township and the board/commission training.

18. [18-458](#)

City Administrator's Update.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Zweifel - Reported on the Climate Action Planning Advisory Board and noted they are creating working groups. Anyone interested should contact Dave Bennett or Wanda Playter.

C. Colby - Noted a member of Charter Commission is assisting with hurricane relief through the Red Cross

C. Nakasian - Noted upcoming community meetings on online survey regarding the pedestrian, bike, and trail system. Greenvale Park Elementary on 9/19 6:30 - 8:30 pm and NCRC/Fifty North on 9/25, 9-11 am and City Hall 6 - 8 pm. Noted information is also on the City's website.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Colby, to adjourn the meeting at 8:56 pm. The motion carried by the following vote:

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Zweifel, and Mayor Pownell