



# City of Northfield

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

## Meeting Minutes - Draft City Council

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Tuesday, February 21, 2017

7:00 PM

Council Chambers

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### 7:00 PM - REGULAR AGENDA

#### CALL TO ORDER

- Present:** 6 - Council Member Greg Colby, Council Member David DeLong, Council Member Suzie Nakasian, Council Member Jessica Peterson White, Council Member Erica Zweifel, and Mayor Rhonda Pownell
- Absent:** 1 - Council Member Brad Ness

#### APPROVAL OF AGENDA

**A motion was made by Council Member Peterson White, 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. Peterson White, C. Zweifel, and Mayor Pownell

#### APPROVAL OF MINUTES

1. [17-673](#)

*Council elected to amend Agenda Item 15 of the February 7, 2017 Meeting Minutes to read: " At 7:49 pm, Councilor DeLong called for a point of order regarding germaneness of question from Mayor Pro Tem Peterson White to staff. Mayor Pro Tem Peterson White responded that she was seeking additional clarification from staff regarding Councilor DeLong's original question then proceeded to request Public Works Director/City Engineer Bennett to respond to her question."*

**A motion was made by Council Member Peterson White, seconded by Council Member Nakasian, to approve the February 7, 2017 meeting minutes as amended. The motion carried by the following vote:**

- Yes:** 6 - C. Colby, C. DeLong, C. Nakasian, C. Peterson White, C. Zweifel, and Mayor Pownell

#### PRESENTATIONS

2. [17-674](#)

Presentation of update on project progress by the Save the Northfield Depot.

*Alice Thomas of 418 College St. spoke on progress of repair and renovation of the Northfield Depot and answered questions posed by Council. Raised 100,000 dollars in 2016. In 2017 they are hoping to raise \$150,00 dollars. Thanked the City for support as well as community member volunteers and contractors who have donated time and reduced rates.*

3. [17-675](#)

Presentation by the Friends and Foundation of the Library (FFOL) check

presentation to the City for the Library Renovation and Bookmobile.

*Library Director Jensen introduced Bill North, treasurer of the Friends and Foundation of the Library, spoke on the support and funds received for the Bookmobile and Library programs. North acknowledged donations and funds received, and presented two checks to the City: one in the amount of \$13,500 representing the ongoing Capital Project commitment and the other for \$23,500 to fulfill the private commitment of the Library Bookmobile funding.*

4. [17-676](#) Presentation of update on “The Northfield Experience” by Artist Stephan Koplowitz.

*Library Director Jensen introduced performance artist Stephen Koplowitz and Janice Roberts, chair of the St. Olaf Dance Department. Roberts spoke on the Northfield Experience and described it as a collaboration of Carleton, St. Olaf, and the Northfield community. The performance will take place on May 4, 5, and 6 of 2018.*

*Stephen Koplowitz spoke on his work through the last 30 years. States this is his most elaborate project to date. Feels his work is engaging and adds value to the society. The experience will be a “living portrait” of Northfield. Responded to questions posed by Council. Explained that community members will be invited to perform in addition to St. Olaf and Carleton students.*

5. [17-677](#) Presentation of Certificate of Recognition to Hayes Scriven, Executive Director of the Northfield Historical Society.

*City Administrator Martig introduced this item. Jason Menard spoke on behalf of the Historical Society about the leadership and accomplishments of Hayes Scriven. Mayor Pownell presented Scriven with a Certificate of Appreciation. Scriven spoke on his personal history of spending time and working in Northfield. Described the people he works with and support of the community around him.*

## CONSENT AGENDA

*City Administrator Martig introduced the Consent Agenda items.*

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

**Yes:** 6 - C. Colby, C. DeLong, C. Nakasian, C. Peterson White, C. Zweifel, and Mayor Pownell

6. [17-678](#) Consider Approving Disbursements totaling \$571,334.28
7. [17-679](#) Approve Board/Commission Appointment
8. [Res. 2017-015](#) Consideration to Accept Bids and Award Project - WWTP Lift Pump No. 3 Replacement Project.
9. [17-680](#) Cooperative Agreement with Rice County for Building Inspection Services

## OPEN PUBLIC COMMENTS

*Paul Fonstad of 2009 Sibley View Lane, spoke on the proposed roundabout at Jefferson and 246 and asked the Council to seriously consider not implementing it.*

*Believes it is not safe for students and does not account for the amount of traffic accessing the intersection.*

## REGULAR AGENDA

10. [17-681](#)

Presentation of Investment Performance Review for the Year Ended December 31, 2016 (PFM Asset Management LLC)

*Finance Director Lammers introduced this item. Described the types of investments that the City uses. Lammers introduced Brian Johnson and Don Hanson from the PFM Group. Hanson described the type of clients they typically represent - schools, municipalities, counties, and stressed that the priorities of the City's asset management are safety, liquidity, and return. Johnson described the characteristics of the City's portfolio. Finance Director Lammers, Don Hanson, and Brian Johnson answered questions posed by Council.*

11. [17-682](#)

2017 Street Reclamation Project - Marvin Lane Sidewalk Consideration

*Engineering Manager Simonson introduced this item and presented a PowerPoint. Simonson discussed available options to save trees and accommodate snow storage on Marvin Lane. Public Works Director/City Engineer Bennett explained that the City would need to update the Feasibility Report and notice property owners if the City chooses to include the sidewalk. Bennett and Simonson answered questions posed by Council.*

*Paul Fonstad of 2009 Sibley View Lane, spoke in support of including the church parking lot route as part of the sidewalk project.*

**A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve a motion to direct staff to update the 2017 Feasibility Report to incorporate sidewalk on the south side of Marvin Lane by removing the curb and reducing the width of the street to 32 feet. The motion carried by the following vote:**

**Yes:** 5 - C. Colby, C. Nakasian, C. Peterson White, C. Zweifel, and Mayor Pownell

**No:** 1 - C. DeLong

12. [Res. 2017-016](#)

Consider Adopting Schedule for 2017 City Council Meetings

*City Administrator Martig introduced this item and answered questions posed by Council. Explained the reason to reschedule Council meetings in August to accommodate Northfield's Night to Unite.*

**A motion was made by Council Member Nakasian, seconded by Council Member Colby, to approve Resolution 2017-016 Consider Adopting Schedule for 2017 City Council Meetings. The motion carried by the following vote:**

**Yes:** 5 - C. Colby, C. Nakasian, C. Peterson White, C. Zweifel, and Mayor Pownell

**No:** 1 - C. DeLong

13. [17-683](#)

Discussion of New Council Initiatives and Strategic Planning schedule update.

*City Administrator Martig introduced this item, discussed the importance of all Council Members being available to meet, and answered questions posed by Council.*

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

*Councilor Peterson White spoke on the NAFRS board meeting on February 16, 2017. Stated the new vice NAFRS Chair, Anne Haddad led the board in a brief process to identifying and prioritize 2017 projects, activities and issues including next steps following the McGrath Report. Noted facility agreements and contracts are being reviewed by City Attorney Hood and will be addressed at the March NAFRS board meeting.*

*Councilor Zweifel provided information on Carleton College's Climate Action Week events. Noted Mayor Pownell will be participating in an event on sustainable solutions at Great Hall on Saturday, February 25th at 3:00 PM. Attended HRA meeting where local builder Steve Schmidt spoke on the current building environment and specifically wanted to know how builders can cut costs for low income and affordable housing. Attended the EQC meeting where they continue to discuss the process for a climate action plan.*

## ADMINISTRATORS UPDATE

*City Administrator Martig introduced this item. Spoke about Northfield Estates and a recent inspection where approximately 1/3 of rental units met minimum standards with no corrections needed. Follow-up inspection to be completed at the end of the month. The City is strongly encouraging residents to contact the City immediately if future problems occur. Martig provided an update on the compensation study, spoke on NAFRS agreement, and noted the Bookmobile purchase has been executed. Stated building permit and plans have been obtained for the Northfield Marriott Hotel. Martig responded to questions posed by Council.*

14. [17-684](#)

## ADJOURN

*Meeting adjourned at 10:02 PM.*