



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, September 19, 2023

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA

CALL TO ORDER

Mayor Pownell called the meeting to order at 6:05 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, City Engineer/Public Works Director David Bennett, Police Chief Mark Elliott, City Clerk Lynette Peterson, Ehlers Senior Municipal Financial Advisor Nick Anhut, Heritage Preservation Commission Chair Barb Evans, and Bolton and Menk Engineer Bryan Nemeth.

APPROVAL OF AGENDA

Mayor Pownell noted Supplemental Agenda Background Memo No. 1.

A motion was made by Council Member Ness, seconded by Council Member Reister, to approve the agenda. 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

PRESENTATIONS

1. [23-1462](#) Presentation of the Heritage Preservation Commission Annual Report.

Assistant City Planner Reeve Needham and Heritage Preservation Commission Chair Barb Evans introduced the item presenting the annual report from the Heritage Preservation Commission. They included the purpose of the Commission and detailed the annual report that included a review of the activities and progress of the HPC from October 1, 2022 through September 30, 2023 along with goals for 2024. The Mayor and Council congratulated Needham on her new position with the City of Hopkins and thanked her for her work in Northfield. Needham and Evans answered questions from the Council.

CONSENT AGENDA

A motion was made by Council Member Ness, seconded by Council Member Sokup, to approve the Consent Agenda. 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

2. [23-1463](#) Consider Approval of September 5, 2023 City Council Meeting Minutes.
3. [23-1464](#) Consider Approval of September 5, 2023 City Council Work Session Minutes.
4. [23-1465](#) Consider Approval of September 12, 2023 City Council Work Session Minutes.
5. [23-1466](#) Consider Approval of September 12, 2023 City Council Closed Meeting Minutes.
6. [23-1467](#) Consider Approving Disbursements totaling \$1,135,528.91
7. [Res. 2023-080](#) Consider Adopting Schedule for 2024 City Council Meetings.
8. [23-1468](#) Consider Approval of Liquor Violation Agreements.
9. [Res. 2023-081](#) Consider Resolution Supporting Northfield Community Celebration of International Day of Peace on September 21, 2023.
10. [Res. 2023-082](#) Consider Adoption of Utility Rates for 2024.
11. [Res. 2023-083](#) Consideration of a Minor Lot Consolidation Creating Northfield Automotive Block 1, Lots 1, 2, and 3.
12. [Ord. 1060](#) Consider Second Reading of Ordinance 1060 Vacating Drainage and Utility Easements within Block 2, Lots 9-10 of Lubber's Commercial Addition.
13. [23-1469](#) Summary Publication of Ordinance No. 1060 Vacating Drainage and Utility Easements within Block 2, Lots 9-10 of Lubber's Commercial Addition.

OPEN PUBLIC COMMENTS

Mar Valdecantos, 6 Fareway Drive, addressed the Council regarding the International Day of Peace celebration on Thursday, September 21.

REGULAR AGENDA

14. [Res. 2023-084](#) Consider Resolution Providing for the Issuance and Sale of \$18,240,000 General Obligation Utility Revenue Bonds for Utility Improvements Series 2023A.

Finance Director Brenda Angelstad introduced Ehlers Senior Municipal Advisor Nick Anhut. Anhut presented on the purchase of \$18,240,000 General Obligation Utility Revenue Bonds for Utility Improvement Series 2023A. These bonds included

\$14,815,000 Wastewater Utility Revenue Bonds and \$3,425,000 Stormwater Utility Revenue Bonds. The City received 9 bids for the purchase of the bonds with J.P. Morgan Securities being the winning bidder at a low indicated rate of 3.9485%. Anhut indicated an updated resolution was presented to the Council with the amount reduced to \$17,240,000 with a true interest cost of 3.97%. Anhut answered questions from the Council.

A motion was made by Council Member Ness, seconded by Council Member Reister, to approve Resolution No. 2023-084 Awarding the Sale of General Obligation Utility Revenue Bonds, Series 2023A, in the Original Aggregate Principal Amount of \$17,240,000; Fixing Their Form and Specifications; Directing Their Execution and Delivery; and Providing for Their Payment. 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

- 15. [Res. 2023-085](#)** Consideration of a Preliminary 2024 General Fund Budget and Establishing a Date and Time for the Public Hearing.

City Administrator Ben Martig introduced the preliminary 2024 General Fund Budget summarizing the budget timeline, tax base growth and peer comparisons; utility budget and rate adoption; 2024 preliminary levy highlights; budget timeline/next steps; and the resolution approving the 2024 preliminary levy, budget and setting the public hearing date for December 5, 2023. Martig and Angelstad answered questions from the Council.

A motion was made by Council Member Peterson White, seconded by Council Member Reister, to approve Resolution No. 2023-085 Adopting a Proposed 2024 General Fund Budget and Setting the Date and Time for the Public Hearing. The motion carried by the following vote:

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

No: 1 - C. Sokup

- 16. [Res. 2023-086](#)** Consideration of Resolution Adopting a Proposed 2023 Total Tax Levy Payable in 2024, includes HRA & EDA.

City Administrator Ben Martig introduced the item giving background on the purpose of the resolution.

A motion was made by Council Member Peterson White, seconded by Council Member Holmes, to approve Resolution No. 2023-086 Adopting a Proposed 2023/Payable 2024 Tax Levy. 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

Recess

Council recessed at 8:08 p.m. Council meeting resumed at 8:17 p.m.

- 17. [23-1470](#)** Update on Trunk Highway 246 Corridor Study.

City Engineer/Public Works Director David Bennett gave background information on the Trunk Highway 246 Corridor Study and introduced Bolton and Menk Engineer Bryan

Nemeth. Nemeth presented the study to include project limits and goals of the study. The study includes looking at planned walking and bicycling network; school connections; 2023 estimated daily traffic volume; current operations; corridor performance; future operations; safety review; corridor vision overview; traffic forecasts; roadway typical capacity ranges; engagement efforts; engagement by numbers; engagement topics and engagement results. Nemeth also presented corridor concept 1 - Woodley Street; corridor concept 1 - Division Street; corridor concept 2 - Woodley Street; corridor concept 2 - Division Street; corridor concept 2B - Division street; draft evaluation matrix; potential turnback and the project schedule. Nemeth and Bennett answered questions from the Council.

Extend the Meeting

A motion was made by Council Member Reister, seconded by Council Member Holmes, to extend the meeting until agenda items are complete. The motion carried by the following vote:

Yes: 6 - Mayor Pownell, C. Reister, C. Zuccolotto, C. Holmes, C. Sokup, and C. Peterson White

No: 1 - C. Ness

17. [23-1470](#)

Update on Trunk Highway 246 Corridor Study.

Bennett and Nemeth answered additional questions from the Council. City Administrator Martig added additional information to the discussion.

ADMINISTRATORS UPDATE

18. [23-1471](#)

City Administrator's Update.

City Administrator Ben Martig updated the Council on communication efforts for downtown projects.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Sokup - No report.

C. Peterson White - No report.

C. Reister - Thank you to everyone involved in organizing and working the Hispanic Heritage Celebration.

C. Zuccolotto - No report.

C. Holmes - Public Meeting Wednesday night at City Hall on the College and Water Street project.

C. Ness - No report.

Mayor Pownell - No report.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Peterson White, to adjourn the meeting at 9:28 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