



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, July 15, 2025

6:00 PM

Council Chambers

Work Session

6:00 PM - CITY COUNCIL WORK SESSION AGENDA

CALL TO ORDER

Mayor Zweifel called the meeting to order at 6:00PM.

Present: 7 - Council Member Brad Ness, Council Member Kathleen Holmes, Council Member Davin Sokup, Council Member Jessica Peterson White, Council Member Chad Beumer, Council Member Peter Dahlen, and Mayor Erica Zweifel

Also present: City Administrator Ben Martig, Finance Director Brenda Angelstad, Public Works Director/City Engineer David Bennett, Police Chief Jeff Schroepfer, Northfield Area Fire and Rescue Services Fire Chief Tom Nelson, and Deputy City Clerk/Executive Administrative Assistant Sara Hoffman

REGULAR AGENDA

1. [25-385](#) Review the proposed 2026 Northfield Area Fire & Rescue Service Budget and Capital Equipment Plan and Related City of Northfield of Fire Department 2026 Contribution.

City Administrator Ben Martig introduced the item and provided information on the updated timeline for the Northfield Area Fire and Rescue Services (NAFRS) annual budget which was moved up earlier in the year. Martig referenced the required timeline for Council to vote on the NAFRS budget and when it will be coming back to Council for a vote.

NAFRS Chief Tom Nelson explained the calculations behind the budget and added that some of the necessary information is still pending so the percentages may change slightly after the final calculations.

Nelson discussed the budget increase for 2026 and explained that the capital and equipment budget can fluctuate considerably from year to year so NAFRS is looking at implementing a fund to assist with leveling out the annual budget. He also discussed how the department is working to try to increase the life of equipment.

Nelson discussed how lowering the call volume can assist with hiring and how the Northfield Hospital and Clinics ambulance service and the Northfield Police Department cover most medical calls.

Nelson answered questions from the Council.

2. [25-386](#) Review Fee Schedule Changes effective January 1, 2026.

City Administrator Ben Martig introduced the item. He explained that staff has shifted the annual review of fees to align with the budget process. He explained that staff will adjust the proposed fee schedule as needed prior to coming to Council for approval later in the year.

Martig, Police Chief Jeff Schroepfer and Public Works Director/City Engineer David Bennett answered questions from Council.

3. [25-387](#) 2026-2027 Budget Worksession.

City Administrator Ben Martig introduced the item and provided an outline of the process and the presentation. He discussed the timeline for the budget process and emphasized dates when the preliminary levy and final levy need to be approved.

Martig showed comparisons to peer cities, changes to the tax base, a general fund breakout, and outlined the initial budget roll up.

Martig provided high level details of the three options staff are preparing for the August budget work session and discussed information on pay scales, cost of living increases, and other details of personnel expenses. He then presented on cost reduction, increased revenue opportunities, and various funds.

Martig reiterated that this presentation was meant as an initial introduction to the budget discussion and staff will be providing more detailed information at the August budget work session.

RECESS

Council recessed at 7:39 p.m. Council meeting resumed at 7:46 p.m.

3. [25-387](#) 2026-2027 Budget Worksession.

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

The Council provided direction to staff related to the information and options to be provided at the August budget work session.

ADJOURN

A motion was made by Council Member Beumer, seconded by Council Member Ness, to adjourn the meeting at 8:38 p.m. The motion carried by the following vote:

Yes: 7 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Beumer, C. Dahlen, and Mayor Zweifel