



# City of Northfield

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

## Meeting Minutes - Draft City Council

---

Tuesday, July 23, 2019

6:00 PM

Council Chambers

---

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

*Mayor Pownell called the meeting to order at 6:00 pm.*

**Present:** 6 - Council Member David DeLong, Council Member Clarice Grabau, 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

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

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

### APPROVAL OF MINUTES

1. [19-991](#) July 2, 2019 City Council Meeting Minutes

**A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve the July 2, 2019 City Council Meeting Minutes. The motion carried by the following vote:**

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

### PRESENTATIONS

2. [19-992](#) Presentation by Developer for 5th Street E. & Washington Street S. Redevelopment Project and Lot 5 Crossings Project.

*Community Development Director Baker introduced this item. Brett Reese, Rebound Real Estate, Nate Stencil, Stencil Group, and Casey Regan, Premier Bank Northfield provided background of the developers, reasons for the projects, and information regarding the proposed 5th Street Lofts project at 5th and Washington and Premier Bank project at the Crossing Site. Nate Stencil reviewed the number and type of units, parking and desired outcome and look of the the buildings. Stencil stated this is a 16 month project and they hope to start construction in October and open Spring 2021. Casey Regan, President/CEO of Premier Bank, provided history of the bank, reasons to consider the move, reviewed the draft site plan, and noted this will be a 3,000 sq. ft., one story facility that will appear as a two story, and that they will pay attention to historic design features and materials. Regan noted they will need to have a temporary banking facility at the site to be used for 6-9 months. Representatives answered questions posed by Council. Community Development Baker and Economic Development Coordinator*

---

*Carlson answered questions posed by Council.*

## CONSENT AGENDA

*City Administrator Martig introduced the items on the consent agenda.*

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

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

3. [Ord. 1006](#) Consider Ordinance Amending Chapter 34 of the Northfield City Code, Land Development Regulations, Regarding Signs in the Downtown Historic District.
4. [Res. 2019-067](#) Consider Resolution rescinding of Motion 2018-039 Electric Easement with Northern States Power Company.
5. [19-993](#) Consider Approval of Xcel Energy Partners in Energy Memorandum of Understanding for Phase 2 Implementation 18-month Energy Jump Start.
6. [Res. 2019-068](#) Approve Agreement for Routine Maintenance performed by the City of Northfield on various MnDOT Trunk Highways within the City of Northfield.
7. [Res. 2019-069](#) Consider Resolution Accepting Bids and Award Project for Water Tower Maintenance.
8. [19-994](#) Consider Approving Disbursements totaling \$1,676,407.58
9. [19-995](#) Consider Summary Publication of Ordinance No. 1006 Amending Chapter 34 of the Northfield City Code, Land Development Regulations, Regarding Signs in the Downtown Historic District.
10. [Res. 2019-070](#) Consideration of extension of Preliminary Plat expiration for Bluff View Addition.
11. [19-996](#) Consider Community Event In-Kind Grant Support.
12. [19-997](#) Consideration of Cooperation Agreement for the Dakota County Community Development Block Grant Program.
13. [19-998](#) Consider Approval of Updated Joint Powers Agreement with the Cannon River Drug and Violent Offender Task Force.
14. [19-999](#) Consider Approving a Temporary Liquor License for Church of St. Dominic for August 10 & 11, 2019.
15. [Res. 2019-071](#) Consideration of Resolution Granting Charter Cable Partners, LLC a Franchise

Extension through January 31, 2020.

16. [Res. 2019-072](#) Consider resolution authorizing a \$.25 increase to the PEG fee.
17. [Res. 2019-073](#) Call for Public Hearing on Tax Abatement for 2019 Public Improvements, including Spring Creek Road and the City's Public Works Facility.

## OPEN PUBLIC COMMENTS

None

## PUBLIC HEARINGS AND RELATED ACTION

18. [19-1000](#) Continuation of Public Hearing on TIF Request by Schrom Construction.

*Mayor Pownell declared the continuation of the public hearing reopened at 6:54 pm. Economic Development Coordinator Carlson presented information on the proposed project and answered questions posed by Council. Nick Anhut, Ehlers & Associates, provided information on TIF and how it will be applied to this project and answered questions posed by Council. Public Works Director/City Engineer Bennett answered questions posed by Council.*

*David Ludescher, Northfield, spoke regarding TIF and noted his comments also applies to 5th Street Lofts project. Feels existing residents are subsidizing the projects. Noted housing projects should be able to be built on their own without assistance in good economic times. Noted the the lack of affordable housing is due to being a nice community with a strict rental code so we cannot open up rental housing. Spoke regarding problems with previous TIF projects.*

**A motion was made by Council Member Ness, seconded by Council Member Grabau, to close the Public Hearing at 7:43 pm. The motion carried by the following vote:**

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

19. [Res. 2019-074](#) Consider Approval of Tax Increment Financing District/Agreement with Maple Brook, LLC.

**A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve Resolution 2019-074 - Approving the Modification of the Development Program for Southbridge Development District, Establishing a Tax Increment Financing District, Approving a Tax Increment Financing Plan Therefor, and Authorizing the Execution of a TIF Assistance Agreement (Maple Brook Townhomes Project). The motion carried by the following vote:**

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

20. [Res. 2019-075](#) Consider Approval of Public Improvements Development Agreement, Escrow Agreement and Stormwater Agreement with Maple Brook, LLC.

**A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve Resolution 2019-075 - Approving the Development, Escrow and Stormwater Facilities Maintenance Agreements Between the City of Northfield and Maple Brook, LLC.**

A motion was made by Council Member DeLong, seconded by Council Member Zweifel, to amend the motion to include a park development fee applicable at the time (when final platted in 2003) to the 24 units that are proposed. The motion failed by the following vote:

Yes: 1 - C. DeLong

No: 5 - C. Grabau, C. Nakasian, C. Ness, C. Zweifel and Mayor Pownell

The original motion carried by the following vote:

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

No: 1 - C. DeLong

## REGULAR AGENDA

### Recess

*The Council took a recess at 7:52 pm. The meeting resumed at 7:58 pm.*

21. [19-1001](#) Presentation of proposed Northfield Hospital & Clinics ambulatory surgery center project.

*Hospital President and CEO Underdahl provided information on the conceptual ambulatory surgery center project in Lakeville and answered questions posed by Council. Underdahl noted the significant national trend of certain surgical procedures that can be done without a hospital stay moving out of hospitals and being done as outpatient surgeries and other procedures in ambulatory surgery centers (ASC). Underdahl noted Northfield Hospital + Clinics does not currently offer this level of care in the system and reviewed the potential south metro market for an ASC. Noted they will come back to the Council in August with additional details and a request for action on the real estate component of the the project.*

22. [Res. 2019-076](#) Consider Conditional Use Permit for Zimtor Elementary School at 113 Linden Street South.

*City Planner Tempel introduced this item and answered questions posed by Council.*

*Lewis Campbell, 813 St. Lawrence Dr., president of Zimtor, noted the School District is required to provide transportation to students to private schools that are within the District.*

**A motion was made by Council Member Ness, seconded by Council Member Zweifel, to approve Resolution 2019-076 - Approving a Conditional User Permit for a Private Elementary School in the R1 District. The motion carried by the following vote:**

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

23. **Ord. 1007** Consideration of Ordinance Rezoning 2280 Cannon Road from Commercial to Industrial.

*City Planner Tempel introduced this item and answered questions posed by Council. Community Development Director Baker answered questions posed by Council.*

*Norm Oberto, 701 Banberry Ct., noted he is the President of the partnership group for this project. Stated appreciation of staff effort on this project. Discussed market study done that supports the need for expansion with existing businesses being full and turning people away every day. Noted they will have security cameras, but don't plan on putting up a fence immediately.*

**A motion was made by Council Member Nakasian, seconded by Council Member Grabau, to approve the first reading of Ordinance No. 1007 - Rezoning 2280 Cannon Road from Highway Commercial District (C2) to Industrial District (I1). The motion carried by the following vote:**

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

- 24. [Res. 2019-077](#)** Consider Accepting Bids and Awarding Contract - Depot and Transit Hub Site Improvements.

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

*Alice Thomas, 418 College Str., noted Rob Martin is also in attendance. Thomas stated the group is pleased to be working with the City in preparation for the transit hub work. They are working together to figure out what to do to transfer land back to the City for the transit hub. Noted they received three strong messages during public meetings when preparing to save the depot. They were: don't let the depot be destroyed, place the depot in context of the railroad, and include transit at this location.*

**A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve Resolution 2019-077 - Accepting Bids and Awarding Contract Depot and Transit Hub Site Improvement Project - DEVP2015-Z05. The motion carried by the following vote:**

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

- 25. [Res. 2019-078](#)** Consider Budget Amendment to Authorize Acquisition of Cable Access Equipment from the Communications Fund.

*City Administrator Martig introduced this item.*

**A motion was made by Council Member Ness, seconded by Council Member Grabau, to approve Resolution 2019-078 - Approving a 2019 Budget Amendment to the Communications Fund. The motion carried by the following vote:**

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

- 26. [19-1002](#)** Review of Resolution Establishing a Grants Policy.

*City Administrator Martig introduced this item. Members noted they did not have time to review the proposed document prior to the start of the meeting. Due to time, members were asked to submit comments directly to staff. Consideration of this item will be on the next agenda.*

## ADJOURN

**A motion was made by Council Member Nakasian, seconded by Council Member Ness, to adjourn the meeting at 9:00 pm. The motion carried by the following vote:**

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