



# 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, January 4, 2022

6:00 PM

Council Chambers

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

*Mayor Pownell called the meeting to order at 6:03 p.m. Council Member Clarice Grabau appeared via interactive television technology to limit exposure to COVID due to an upcoming family event.*

**Present:** 5 - Council Member Clarice Grabau, Council Member Jessica Peterson White, Mayor Rhonda Pownell, Council Member Jami Reister, and Council Member George Zuccolotto

**Absent:** 2 - Council Member Suzie Nakasian, and Council Member Brad Ness

### APPROVAL OF AGENDA

*Mayor Pownell noted information included in Supplemental Agenda Background Memorandums No. 1 and No. 2.*

**A motion was made by Council Member Peterson White, seconded by Council Member Reister, to approve the agenda removing Consent Agenda Item No. 16 22-009 Approve Reimbursement of Costs for Mayor Pownell attending the Winter 2022 Meeting - Mayors Innovation Project. The motion carried by the following vote:**

**Yes:** 5 - C. Grabau, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

### CONSENT AGENDA

*City Administrator Martig introduced the Consent Agenda.*

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

**Yes:** 5 - C. Grabau, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

1. [22-001](#) Consider Approval of December 7, 2021 City Council Meeting Minutes.

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

2. [22-002](#) Consider Approval of December 14, 2021 Special Council Meeting.
3. [22-003](#) Consider Designation of Official Depository for the City of Northfield

Enactment No: M2022-001

5. [22-004](#) Consider Amendments to Council Rules of Business and Appendices.
6. [22-005](#) Consider Approving Disbursements totaling \$2,943,772.64  
Enactment No: M2022-002
7. [Res. 2022-001](#) Consider resolution to adopt Sustainable Building Policy.
8. [22-006](#) Consider approval of a new three-year towing agreement between the City of Northfield and Raider Automotive LLC dba Valley Autohaus.  
Enactment No: M2022-003
9. [Res. 2022-002](#) Consider Resolution to Authorize the Purchase of Larue D60 Snow Blower.
10. [22-007](#) Consider Designation of Official Newspaper.  
Enactment No: M2022-004
11. [Res. 2022-003](#) Consider Resolution Approving Application to the Minnesota Department of Transportation for Funding of the 2021 Safe Routes to School Solicitation.
12. [Res. 2022-004](#) Community Development Block Grant - Consider Adopting Resolution in Support of Fiscal Year 2022 Allotment of Program Funds.
13. [Res. 2022-005](#) Consider Amending Adopted Schedule for 2022 City Council Meetings.
14. [22-008](#) Consider Accepting the Agriculture Land Lease for Hauberg Woods.  
Enactment No: M2022-005
15. [Res. 2022-006](#) Consider Resolution Approving Maintenance responsibility for the proposed TH 19 Trail Improvement Project related to the Transportation Alternatives Grant Solicitation.
- 16a. [Res. 2022-007](#) Consider Resolution Approving Sponsorship of the MnDOT Transportation Alternatives Grant Application for the funding year 2026.

## OPEN PUBLIC COMMENTS

*Wade Canedy, 310 N. Spring Street, addressed the Council regarding opposition to the sidewalk that is going to be put on his property in the 2022 Northwest Overlay project.*

## REGULAR AGENDA

17. [22-010](#) Consideration of Election of President Pro Tem.  
*City Clerk Lynette Peterson introduced the item.*

**A motion was made by Council Member Peterson White, seconded by Council Member Zuccolotto, to elect Council Member Reister as President Pro Tem for 2022. The motion carried by the following vote:**

**Yes:** 5 - C. Grabau, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

Enactment No: M2022-006

18. [22-011](#) The Northfield City Council receives an update on the Northfield Railroad Quiet Zone.

*City Engineer/Public Works Director David Bennett introduced the item. Bennett introduced Andy Mielke from SRF Consulting Group to give an update regarding the Northfield Railroad Quiet Zone to include Northfield railroad crossings, definition of a quiet zone, minimum requirements, quiet zone risk levels, supplementary safety measures, four-quadrant vehicle gates, non-traversable medians/channelization devices, crossing closure, one-way street, wayside horns and recommended crossing improvements. Mielke and Bennett answered questions and received feedback from the Council.*

*Patrick Ziegler, 1150 Spruce Court, addressed the Council regarding the Quiet Zone.*

19. [Ord. 1029](#) Consideration of Second Reading of Ordinance Amending Northfield City Code, Chapter 50 - Offenses and Miscellaneous Provision, Section 50-57 - Climbing On or Jumping Off Bridges Prohibited.

*Police Chief Mark Elliott introduced the item.*

**A motion was made by Council Member Reister, seconded by Council Member Peterson White, to approve the first reading of Ordinance No. 1029 Amending Northfield City Code, Chapter 50 - Offenses and Miscellaneous Provision, Section 50-57 - Climbing On or Jumping Off Bridges Prohibited. The motion carried by the following vote:**

**Yes:** 5 - C. Grabau, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

20. [22-012](#) Update/Discussion on Rice County 10-Year Transportation Improvement Plan.

*City Engineer/Public Works Director David Bennett introduced the item presenting information on the Rice County 10-year transportation improvement plan. Rice County has a public hearing scheduled for January 11, 2022 on the transportation improvement plan. City Staff will send a letter to Rice County with a copy of the adopted 2010 resolution. Staff will work with the Northfield Transportation Committee to update the resolution in 2022 to bring back for Council adoption and submit the signed resolution to Rice and Dakota Counties to include with their 2023 plan update. Bennett answered questions from the Council.*

## ADMINISTRATORS UPDATE

21. [22-013](#) City Administrator's Update.

*City Administrator Martig gave an update on City related items. The February 1st Council Meeting has been cancelled due to the Caucus. The December 13 optional meeting has been changed to the Holiday Social and Appreciation Reception.*

*City Engineer/Public Works Director Dave Bennett referenced the open house for the 2022 Street Improvement project scheduled for Wednesday, January 5 at Greenvale Elementary School at 6:30 p.m.*

## **REPORTS FROM THE MAYOR AND COUNCILMEMBERS**

*No reports.*

## **ADJOURN**

**A motion was made by Council Member Peterson White, seconded by Council Member Reister, to adjourn the meeting at 7:04 p.m. The motion carried by the following vote:**

**Yes:** 5 - C. Grabau, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto