



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, October 7, 2025

6:00 PM

Council Chambers

6:00 PM - CITY COUNCIL MEETING AGENDA

CALL TO ORDER

Mayor Zweifel called the meeting to order at 6:01 p.m.

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: Finance Director Brenda Angelstad, Community Development Program Associate Emery John, Utilities Manager Justin Wagner, Public Works Director/City Engineer David Bennett, Police Chief Jeff Schroepfer, City Administrator Ben Martig and City Clerk Lynette Peterson.

OPEN PUBLIC COMMENT

Timothy Noble addressed the Council speaking against the Special Services District asking for an opt-out option.

Bryan Ackerman addressed the Council speaking against the Special Services District.

APPROVAL OF AGENDA

Mayor Zweifel noted Supplemental Agenda Background Memos No. 1 and 2.

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

PRESENTATIONS

1. [25-543](#)

Presentation from the Convention and Visitors Bureau.

Jane Bartho, President, and Rachel Trnka, Director of Engagement, Northfield Convention and Visitor's Bureau, presented an update to the Council highlighting strategic priorities, lodging tax, 2025-2026 projections, digital marketing, assets and annual expenses.

Trnka and Bartho answered questions from the Council.

CONSENT AGENDA

A motion was made by Council Member Beumer, seconded by Council Member Holmes, to approve the Consent Agenda. 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

2. [25-544](#) Consider Approval of September 23, 2025 City Council Meeting Minutes.
3. [25-545](#) Consider Approving Disbursements totaling \$1,507,444.21
4. [25-546](#) Consider Board and Commission Member Term Adjustments.
5. [25-547](#) Consideration of 2026 Employee Benefits Renewal.
6. [Res. 2025-100](#) Consider Resolution Providing for the Issuance and Sale of a Hospital Revenue Refunding Bond, Series 2025C and Authorizing Execution of an Amended and Restated Indenture of Trust and Related Documents
7. [25-548](#) Consider Approval of 2026-2028 Lease Agreements with Northfield Community Resource Center (NCRC) Tenants (CAC, HCI, United Way, Workforce Development Inc., and Three Rivers Community Action).
8. [25-549](#) Consider approval of a new five-year agreement between the City of Northfield and Axon for Police Department Fleet and Body Worn cameras.
9. [Res. 2025-101](#) Consider Adopting Service Assessments - College Street and Water Street Areas Reconstruction.
10. [25-550](#) Consider Motion Approving Permanent and Temporary Construction and Utilities Easements with Mark J. Pritchard and Julie A. Pritchard Joint Revocable Trust for Jefferson Parkway Extension, Sandstone Street Construction and Utility Improvements Project.
11. [Ord. 1088](#) Consider Second Reading of Ordinance No. 1088 - Amending City Code, Chapter 26 - Fire Prevention and Protection.
12. [25-551](#) Summary Publication of Ordinance No. 1088 - Amending City Code, Chapter 26 - Fire Prevention and Protection.
13. [Ord. 1089](#) Consider Second Reading of Ordinance 1089 Vacating Drainage and Utility Easements within 1011 Poplar Street South.
14. [25-552](#) Consideration of Summary Publication of Ordinance 1089 Related to the Vacation of the Utility Easement within 1011 Poplar Street South.

15. [Ord. 1090](#) Consider Second Reading of Ordinance 1090 Amending City Code Chapter 2, Related to City Boards and Commissions (Elimination and Modification of Boards/Commissions).
16. [25-553](#) Summary Publication for Ordinance 1090 Amending City Code Chapter 2, Related to City Boards and Commissions.
17. [25-562](#) Consider Approval of the Fourth Amendment to the Original Ground Lease between St. Olaf College and the City of Northfield.

PUBLIC HEARINGS AND RELATED ACTION

18. [25-554](#) Public Hearing Related to Consideration of a Special Service District.

Mayor Zweifel declared the public hearing open at 6:39 p.m. Administrator Martig introduced the item giving background on Special Services Districts. Community Development Program Associate Emery John was present for questions.

Christopher Tassava addressed the Council in support of the Special Services District (SSD).

Betsy Lane Getaz, addressed the Council with questions regarding the SSD.

Mary Bungert addressed the Council opposed to the SSD.

Jean Wakely addressed the Council with additional questions regarding costs for the SSD.

Chuck Pryor addressed the Council with questions regarding the SSD.

Josh Zimmerman, President of Friends of Downtown Northfield, addressed the Council in support of the SSD.

CC Linstroth, Age-Friendly Northfield, addressed the Council in support of the SSD uniform snow removal.

Eden Kaisor addressed the Council in support of the SSD.

Laura Meyers addressed the Council regarding concerns regarding the SSD.

Joan Spaulding addressed the Council regarding concerns of the SSD.

Martig and City Attorney Chris Hood answered questions from the Council.

A motion was made by Council Member Holmes, seconded by Council Member Beumer, to close the Public Hearing at 7:49 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

RECESS

Council recessed at 7:49 p.m. Council meeting resumed at 7:58 p.m.

19. [25-555](#)

Public Hearing Related to Organized Collection of Residential Waste Hauling Contract.

Mayor Zweifel declared the public hearing open at 7:59 p.m. Public Works Director/City Engineer David Bennett introduced the item giving background information on the organized collection of residential waste hauling.

A motion was made by Council Member Holmes, seconded by Council Member Beumer, to close the Public Hearing at 8:04 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

20. [25-556](#)

Public Hearing Related to Bond Issuance for the Acquisition and Rehabilitation of Jefferson Square.

Mayor Zweifel declared the public hearing open at 8:05 p.m. Finance Director Brenda Angelstad introduced Jenny Boulton, Northfield's Bond Counsel and Transition Partner with Kutak Rock, and Jesse Frageman from Standard Communities. Boulton gave background on the bond issuance for the acquisition and rehabilitation of Jefferson Square. The bonds are conduit revenue bonds payable solely from revenues of the facility paid directly to lender with no money changing hands through the City. If there is a default on the bonds, it would not affect the City's credit rating or debt limitations. This bond issuance is considered a pass-through to help preserve existing affordable housing.

A motion was made by Council Member Beumer, seconded by Council Member Ness, to close the Public Hearing at 8:08 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

21. [Res. 2025-102](#)

Consider Resolution Approving the Issuance of Conduit Debt for Standard Communities (Jefferson Square Townhomes Project).

A motion was made by Council Member Sokup, seconded by Council Member Beumer, to approve Resolution No. 2025-102 Authorizing the Issuance, Sale and Delivery of its Conduit Multifamily Housing Revenue Note (Jefferson Square Townhomes Project); Adopting a Housing Program Pursuant to Minnesota Statutes, Chapter 462C; Approving the Form of and Authorizing the Execution and Delivery of the Note and Related Documents; Providing for the Security, Rights, and Remedies with Respect to the Note; and Granting Approval for Certain Other Actions with Respect Thereof. 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

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

22. [25-557](#)

Reports From the Mayor and Council Members.

Council Member Beumer - EDA Meeting; HRA Meeting; Affordable Housing Forum Thursday at St. John's Lutheran Church.

Council Member Dahlen - No report.

Council Member Holmes - Council Employment Committee Meeting; City Hospital Governance Committee Meeting.

Council Member Sokup - HRA Meeting; Mill Towns Trail Joint Powers Board Meeting.

Council Member Peterson White - No Report.

Council Member Ness - Council Employment Committee Meeting; Interview at KYMN; 911 meeting; Special Services District meeting at the Chamber; Loon Liquors Ribbon Cutting.

Mayor Zweifel - City Hospital Governance Committee Meeting; Hospital Board Meeting; Proclamation for Indigenous Peoples Day on Monday, October 13.

REGULAR AGENDA**23. [Res. 2025-103](#)**

Consider Resolution Adopting Water Utility Rates for 2026.

Utilities Manager Justin Wagner gave background information on the water utility rates for 2026 providing Option A being the staff recommendation of 9% increase and Option B being a 4% increase. Wagner and Public Works Director/City Engineer David Bennett answered questions from the Council.

A motion was made by Council Member Beumer, seconded by Council Member Dahlen, to approve Resolution No. 2025-103 - Option B - Adopting Water Utility Fee Schedule for 2026 at the 4% Increase. The motion failed by the following vote:

Yes: 3 - C. Ness, C. Beumer, and C. Dahlen

No: 4 - C. Holmes, C. Sokup, C. Peterson White, and Mayor Zweifel

A motion was made by Council Member Sokup, seconded by Council Member Peterson White, to approve Resolution No. 2025-103 Option A - Adopting Water Utility Fee Schedule for 2026 at the 9% Increase. The motion carried by the following vote:

Yes: 4 - C. Holmes, C. Sokup, C. Peterson White, and Mayor Zweifel

No: 3 - C. Ness, C. Beumer, and C. Dahlen

24. [Ord. 1085](#)

Second Reading of Ordinance 1085 establishing standards for water utility submetering in the City of Northfield.

Utilities Manager Justin Wagner gave background information on the submetering ordinance.

Gina Washburn addressed the Council regarding water utility submetering.

A motion was made by Council Member Dahlen, seconded by Council Member Beumer, to approve the second reading of Ordinance No. 1085 Amending Northfield City Code, Chapter 14 - Business, Article III. - Rental Housing, and Chapter 82 - Utilities, Article III. - Water System, Division 2. - Rates, Charges and Meters. 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

25. [25-558](#) Summary Publication of Ordinance No. 1085 - Establishing Standards for Water Utility Submetering in the City of Northfield.

A motion was made by Council Member Peterson White, seconded by Council Member Beumer, to approve the summary publication of Ordinance No. 1085 - Amending Northfield City Code, Chapter 14 - Business, Article III. - Rental Housing, and Chapter 82 - Utilities, Article III. - Water System, Division 2. - Rates, Charges and Meters. 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

ADMINISTRATORS UPDATE

26. [25-559](#) City Administrator's Update.

Due to time constraints, no report was given.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Beumer, to adjourn the meeting at 8:54 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