



City of Northfield

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

Meeting Minutes - Draft Environmental Quality Commission

Wednesday, September 17, 2025

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER AND ROLL CALL

Chair Provancha called the meeting to order at 6:00 p.m.

- Present:** 5 - Chair Michael Provancha, Commissioner Daniel Jones, Commissioner Janet Petri, Commissioner George Kinney and Commissioner Susannah Shmurak
- Absent:** 3 - Commissioner Bruce Anderson, Vice Chair Rob Hanson and Commissioner Ava Podracky

Also present: Risi Karim, Assistant to the City Administrator; Matt Bailey, Meeting Associate; Alex Halverson, Youth Representative (voting)

APPROVAL OF AGENDA

A motion was made by Commissioner Kinney, seconded by Commissioner Anderson, to approve the agenda. The motion carried by the following vote:

Yes: 6 - Chair Provancha, Commissioner Jones, Commissioner Petri, Commissioner Kinney, Commissioner Shmurak, and Commissioner Halverson

APPROVAL OF MINUTES

1. [25-503](#) August 20, 2025 EQC Meeting Minutes

A motion was made by Commissioner Petri, seconded by Commissioner Kinney, to approve the August 20, 2025 EQC Meeting Minutes. The motion carried by the following vote:

Yes: 6 - Chair Provancha, Commissioner Jones, Commissioner Petri, Commissioner Kinney, Commissioner Shmurak, and Commissioner Halverson

BOARD MEMBER AND COMMISSIONER REPORTS

Chair Provancha briefly reported on several environmental news stories on the Good News Network.

REGULAR AGENDA

2. [25-504](#) Online Community Correspondence

Assistant to the City Administrator Risi Karim reviewed how correspondence submitted via the EQC's online community comment form are received, managed, and addressed in alignment with the Board and Commission Rules of Business. Karim responded to

questions and comments from the EQC.

3. [25-505](#)

2025 Work Plan Updates

- *Zero Waste Plan Implementation: Assistant to the City Administrator Risi Karim reported that this survey has closed and responses will be reviewed and reported on by the end of the year.*
- *Community Engagement Campaign: Commissioner Petri and Karim reported that Energy Efficiency, HVAC Contractor and Homeowner Education: Air Source Heat Pump training for HVAC Contractors will be facilitated by Center for Energy and Environment (CEE) and will tentatively be held in late October. Karim reported on other events and meetings that are coming in the near future.*
- *Native Planting Ordinance: Tree Planting & Vegetation: Commissioner Jones reported that the subcommittee has discussed the drafting of their memo which will be presented at the next EQC meeting.*
- *Water Quality & Conservation: Commissioner Shmurak reported on her attendance of the Wellhead Protection Plan Part 1 Approval Meeting that took place on Tuesday, August 26, 2025.*
- *Research Level 3 Charger Use and Need: This initiative is complete.*

Karim suggested that the Commissioners begin thinking about initiatives for the 2026 Work Plan.

STAFF UPDATES

4. [25-506](#)

Staff Update.

Assistant to the City Administrator Risi Karim provided updates from City staff. Karim responded to questions and comments from the EQC.

ADJOURNMENT

A motion was made by Commissioner Jones, seconded by Commissioner Shmurak, to adjourn the meeting at 6:29 p.m. The motion carried by the following vote:

Yes: 6 - Chair Provancha, Commissioner Jones, Commissioner Petri, Commissioner Kinney, Commissioner Shmurak, and Commissioner Halverson