



# City of Northfield

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

## Meeting Minutes - Final City Council

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Monday, August 4, 2025

6:00 PM

Council Chambers

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### Monday Council Meeting

#### 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: City Administrator Ben Martig, Police Chief Jeff Schroeffer, Engineering Manager Sean Simonson, Library Director Natalie Draper, Spanish Translator Claudia Garcia, City Clerk Lynette Peterson, Deputy City Clerk/Executive Administrative Sara Hoffman and Assistant City Attorney David Assaf.*

##### OPEN PUBLIC COMMENT

*Genoveba Garcia addressed the Council regarding water billing at Viking Terrace and other issues with the management at Viking Terrace.*

*George Zuccolotto addressed the Council regarding issues at Viking Terrace including water billing.*

*Aurora Canera addressed the Council regarding water billing at Viking Terrace.*

*Victoria Nolasco addressed the Council regarding the water billing at Viking Terrace.*

*Rich Graves addressed the Council regarding bike lanes and safety on the streets of Northfield.*

##### APPROVAL OF AGENDA

*Mayor Zweifel noted Supplemental Agenda Background Memo No. 1.*

**A motion was made by Council Member Ness, seconded by Council Member Beumer, 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. [25-420](#) Quarterly Police Report, Quarter 2, 2025

*Police Chief Jeff Schroepfer presented the Quarter 2 statistics giving an overview of calls for service, Group A crimes, Group B crimes and noteworthy events. The Police Department is now on Facebook; Lynn James retired after 20 years of service as Property and Evidence Technician; and 30 parties are registered for Night to Unite on Tuesday, August 5.*

## CONSENT AGENDA

**A motion was made by Council Member Peterson White, seconded by Council Member Sokup, 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. [25-421](#) Consider Approval of July 22, 2025 City Council Meeting Minutes.

3. [25-422](#) Consider Approval of July 22, 2025 City Council Work Session Minutes.

4. [25-423](#) Consider Approving Disbursements totaling \$2,347,049.35

Enactment No: M2025-096

5. [25-424](#) Consideration of New Liquor License for The Hideaway 2.0 LLC DBA The Hideaway at 421 Division Street South.

Enactment No: M2025-097

6. [Res. 2025-075](#) Consider Resolution Authorizing Temporary Closure of Streets and Public Consumption of Alcoholic Beverages for the August Third Thursdays Event on August 21, 2025, a City Sanctioned Special Event.

7. [Res. 2025-076](#) Consider Amending Adopted Schedule for 2025 City Council Meetings.

8. [Res. 2025-077](#) Consider Amendments to Council Rules of Business and Appendices.

9. [Res. 2025-078](#) Approve revised City Administrator performance review policy.

10. [25-425](#) Consider Confirmation of Mayoral Appointments to a College Donation Review Committee.

Enactment No: M2025-098

11. [Res. 2025-079](#) Consider Resolution Accepting Bids and Awarding Contract for Jefferson Parkway Extension, Sandstone Street Construction and

Utility Improvements.

12. [25-426](#) Consider Motion Authorizing Submittal of Application for the Minnesota Department of Natural Resources (DNR) Flood Hazard Mitigation Grant Assistance Program.

Enactment No: M2025-099

13. [25-427](#) Consider Approval of Extension of and Second Amendment to Personal Communications Services (PCS) Site Agreement for the cell tower located at 10353 Hall Avenue on the water tower and future water treatment plant site Dated September 15, 1999.

Enactment No: M2025-100

14. [Res. 2025-074](#) Consideration of a Conditional Use Permit for St. Olaf College to add 26 Parking Stalls to the Lincoln St. Parking Lot within the Perimeter Transition Area.

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

15. [25-428](#) Reports From the Mayor and Council Members.

*Councilor Ness - Transportation Town Hall Meeting; Budget Forum by the Chamber; Employment Committee Meeting.*

*Councilor Peterson White - EDA Meeting; Friends of Downtown Northfield Meeting.*

*Councilor Sokup - No report.*

*Councilor Homes - Transportation Town Hall Meeting; Employment Committee Meeting.*

*Councilor Dahlen - No report.*

*Councilor Beumer - EDA Meeting.*

*Mayor Zweifel - Library Open House; Mill Towns Trail Meeting; Safety Committee Meeting.*

## REGULAR AGENDA

16. [Res. 2025-080](#) Consider Resolution Declaring the City of Northfield, Minnesota, as an LGBTQIA+ Sanctuary City.

*Spanish Translator Claudia Garcia gave background information on the resolution recommendation from the Human Rights Commission. Human Rights Commission Chair Schuyler Vogel addressed the Council explaining the reasons for the Human Rights Commission bringing this resolution forward for consideration. Commissioner Kelli Podracky addressed the Council regarding the resolution. City Administrator Ben Martig called out the supplemental memo regarding clarification in the resolution for Article 4.*

*Mayor Zweifel noted eComments received and forwarded to the Council regarding this agenda item.*

*Christina Johnston addressed the Council in support of the resolution.*

*Megan Tarmann addressed the Council in support of the resolution.*

*Kat Schlorff addressed the Council in support of the resolution.*

*Alva Bratland addressed the Council in support of the resolution.*

*Aubrey Scott addressed the Council in support of the resolution.*

*Ashlee Bell addressed the Council in support of the resolution.*

*Ryan Foley and Craig Moxness addressed the Council in support of the resolution.*

**A motion was made by Council Member Sokup, seconded by Council Member Peterson White, to approve Resolution No. 2025-080 Declaring the City of Northfield, Minnesota as an LGBTQIA+ Sanctuary City.**

**An amendment to the motion was made by Council Member Ness, seconded by Council Member Dahlen, to eliminate the wording of sanctuary city and send the resolution back to the Human Rights Commission to reevaluate changes made regarding Northfield Hospital + Clinics.**

**Garcia clarified the use of the wording Sanctuary City and the definition of the wording stating the HRC choose those words.**

**Council Member Holmes called the question on the amendment to the motion. The motion carried with all voting yes.**

**The amended motion failed by the following vote:**

**Yes:** 2 - C. Ness, and C. Dahlen

**No:** 5 - C. Holmes, C. Sokup, C. Peterson White, C. Beumer, and Mayor Zweifel

**The original 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 7:09 p.m. Council meeting resumed at 7:17 p.m.*

17. [Res. 2025-081](#) The City Council approves Resolution to Accept the Feasibility Report and Authorize Preparation of Plans and Specifications for the 2026 Mill and Overlay and Mill Towns State Trail Improvements (STRT2026-A83).

*Engineering Manager Sean Simonson introduced the item giving background on the item to include project process; public feedback on initial recommendation; proposed improvements; recommendation; and project costs/funding.*

*Simonson answered questions from the Council.*

*Barbara Hansen addressed the Council in opposition of concrete barrier bike lanes on Prairie Street.*

*Marlene Vanasek addressed the Council in opposition of the concrete barrier bike lanes on Prairie Street.*

*Julie Borene addressed the Council in opposition of the concrete barrier bike lanes on*

*Prairie Street.*

*Ruth McCarty addressed the Council in opposition of the concrete barrier bike lanes on Prairie Street.*

*Lois Perkins addressed the Council in opposition of the concrete barrier bike lanes on Prairie Street.*

**A motion was made by Council Member Peterson White, seconded by Council Member Sokup, to approve Resolution No. 2025-081 Accepting Feasibility Report and Authorizing Preparation of Plans and Specifications 2026 Mill and Overlay and Mill Towns State Trail Improvement Project STRT2026-A83.**

**An amendment to the motion was made by Council Member Holmes, seconded by Council Member Peterson White, to revert back to the original direction and engineering and staff recommendation of having a protected bike lane throughout all of Prairie Street to maintain consistency within the City's bike network.**

**Council Member Beumer called the question. The motion carried with all voting yes.**

**The amended motion failed by the following vote:**

**Yes:** 2 - C. Holmes, and C. Peterson White

**No:** 5 - C. Ness, C. Sokup, C. Beumer, C. Dahlen, and Mayor Zweifel

**An amendment to the motion was made by Council Member Ness, seconded by Council Member Beumer, to remove the on-street protected concrete bike lanes from all of Prairie Street. The amended motion carried by the following vote:**

**Yes:** 5 - C. Ness, C. Sokup, C. Beumer, C. Dahlen, and Mayor Zweifel

**No:** 2 - C. Holmes, and C. Peterson White

**Vote on the original motion:**

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

**18. [Ord. 1082](#)**

**Consider Ordinance Amending Northfield City Code, Chapter 30 - Health and Sanitation, Article II. - Tobacco (First Reading).**

*City Administrator Ben Martig introduced the item introducing Meleah Fallen from HCI along with Ashley Gardner from HCI. Follen gave an overview of the proposed tobacco ordinance and the work of Northfield ASAP on the ordinance. Dr. Robert Aby, Cameron Melnychuk, and Michaela Gammow presented on the proposed tobacco ordinance.*

*Administrator Martig, City Clerk Peterson, Chief Schroepfer and Members of Northfield ASAP and HCI answered questions from the Council.*

**EXTEND THE MEETING**

**A motion was made by Council Member Peterson White, seconded by Council Member Beumer, to extend the meeting until work is complete. 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

**18. [Ord. 1082](#)**

Consider Ordinance Amending Northfield City Code, Chapter 30 - Health and Sanitation, Article II. - Tobacco (First Reading).

*Members of Northfield ASAP and Attorney Assaf answered questions from the Council.*

*Michelle Dumonceaux, member of the Northfield ASAP Committee, addressed the Council in support of the updated Tobacco ordinance.*

*Pat McKone, American Lung Association, addressed the Council in support of the Tobacco Ordinance.*

*Lynn Ziegler, owner of Ziggy's, addressed the Council in opposition to the updates to the Tobacco Ordinance.*

*Nola Matheson addressed the Council in opposition to the updates to the Tobacco Ordinance.*

*Michaela Gammow addressed the Council in support of the tobacco ordinance updates.*

*Cameron Melynychuk addressed the Council in support of the tobacco ordinance.*

*Karissa Caddy addressed the Council in support of the tobacco ordinance.*

*Ashley Gardner addressed the Council reading a letter on behalf of Henry Keane, a senior at Northfield High School, in support of the ordinance.*

*Amani Alam addressed the Council in support of the tobacco ordinance.*

*Toby Anderson addressed the Council in support of the tobacco ordinance.*

*Robert Aby addressed the Council in support of the tobacco ordinance.*

*Julie Ayoub, owner of Posh Puff Tobacco, addressed the Council in opposition to updates to the tobacco ordinance.*

*Alva Bratland addressed the Council regarding habitual tobacco use versus recreational use.*

*Kelli Podracky addressed the Council in support of the Tobacco Ordinance.*

*Chief Schroeffer addressed a previous question from the Council and highlighted compliance checks.*

**A motion was made by Council Member Holmes, seconded by Council Member Dahlen, to approve the first reading of Ordinance No. 1082 Amending Northfield City Code, Chapter 30 - Health and Sanitation, Article II - Tobacco.**

**A motion was made by Council Member Ness, seconded by Council Member Peterson White, to postpone Ordinance No. 1082 Amending Northfield City Code, Chapter 30 - Health and Sanitation, Article II - Tobacco and request further research regarding the ordinance not time specific. The motion carried by the following vote:**

**Yes:** 6 - C. Ness, C. Holmes, C. Sokup, C. Peterson White, C. Dahlen, and Mayor Zweifel

**No:** 1 - C. Beumer

19. [Ord. 1081](#) Consider Second Reading of Ordinance 1081 Amending City Code Chapter 2, Related to City Boards and Commissions.

*Deputy City Clerk/Executive Administrative Assistant Sara Hoffman presented the amendments to Ordinance 1081 Amending City Code Chapter 2, Related to City Boards and Commissions based on Council feedback at the July 1 Council meeting.*

**A motion was made by Council Member Peterson White, seconded by Council Member Beumer, to approve the first reading of Ordinance 1081 Amending City Code Chapter 2, Related to City Boards and Commissions. 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. [25-429](#) Discussion of Multi-Family Water Meter Ordinance (Councilor Dahlen Request).

*Council Member Peter Dahlen requested this item be postponed to another agenda. Dahlen will work with staff regarding the item.*

## ADMINISTRATORS UPDATE

21. [25-430](#) 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 9:56 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