



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, December 3, 2019

6:00 AM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:02 pm.

- Present:** 6 - Council Member David DeLong, Council Member Clarice Grabau, Council Member Suzie Nakasian, Council Member Jessica Peterson White, Council Member Erica Zweifel, and Mayor Rhonda Pownell
- Absent:** 1 - Council Member Brad Ness

APPROVAL OF AGENDA

Mayor Pownell noted the supplemental memo and the removal of Item #5 from the agenda.

A motion was made by Council Member Peterson White, seconded by Council Member Zweifel, to approve the agenda with the removal of Item #5. The motion carried by the following vote:

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

APPROVAL OF MINUTES

1. [19-1219](#) November 12, 2019 City Council Work Session Meeting Minutes.

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve the November 12, 2019 Work Session Minutes. The motion carried by the following vote:

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

2. [19-1220](#) November 19, 2019 City Council Meeting Minutes

A motion was made by Council Member Peterson White, seconded by Council Member Grabau, to approve the November 19, 2019 City Council Meeting Minutes. The motion carried by the following vote:

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

PRESENTATIONS

3. [19-1221](#) Presentation on Youth First Activities

Zach Pruitt, HCI, introduced this item, provided background information on YouthFirst,

and introduced team members Meleah Follen, Ashley Anderson, Katie Theis and Katie Reed. Members provided updates on Youth on Boards, Youth Bank, Northfield Alliance for Substance Abuse Prevention, Northfield Community College Collaborative which launched in 2018, and information on 2020 goals for each area. Pruitt thanked Council for their support and answered questions posed by Council. Council thanked HCI representatives for their ongoing work.

CONSENT AGENDA

City Administrator Martig introduced the items on the consent agenda.

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

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

4. [Res. 2019-123](#) Consider Adopting Schedule for 2020 City Council Meetings.
6. [19-1223](#) Consider Approving Disbursements totaling \$1,485,366.64
Enactment No: M2019-168
7. [19-1224](#) Consider approval of Tobacco License Renewals.
Enactment No: M2019-165
8. [19-1225](#) Consider Approval of Extension of and Fourth Amendment to Northfield Community Resource Center Management Services (NCRC) Agreement.
Enactment No: M2019-166
9. [Res. 2019-124](#) Approval of a Resolution for the Lot Consolidation of 112 5th Street East, 116 5th Street East and 510 Washington Street South.

OPEN PUBLIC COMMENTS

Ernie Millbrant, 1812 Michigan Dr., spoke regarding tax statement received and asked why his house value increased so quickly. He wants to understand how the valuation is determined.

Jack Goldfeather, 501 E. 3rd Str., stated he had questions about the project in his neighborhood. He spoke regarding the bumpouts and suggested a traffic study as well as surveying residents on how they feel about it. He spoke in support of removing the bumpouts.

Keith Esperson, noted he bought a business ten years ago in Northfield. Received a 15.2% increase on property tax notice. Asked Council to consider stopping the large increases. Noted he is considering moving and asked what he is getting for a 15.2% increase.

PUBLIC HEARINGS AND RELATED ACTION

10. [19-1226](#) Public Hearing for Ordinance Vacating Sanitary Sewer Easement in Lots 3 and 4, Block 48 of Original Town.

Mayor Pownell declared the public hearing open at 6:29 pm. Interim City Planner Schmidt provided information on vacating the sanitary sewer easement in Lots 3 and 4, Block 48. Public Works Director/City Engineer Bennett answered questions posed by Council.

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to close the Public Hearing at 6:34 pm. The motion carried by the following vote:

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

11. [Ord. 1008](#) Consider Ordinance Vacating Sanitary Sewer Easement in Lots 3 and 4, Block 48 of Original Town.

A motion was made by Council Member Grabau, seconded by Council Member Peterson White, to approve the first reading of Ordinance No. 1008 - Vacating Sanitary Sewer Easement in Lots 3 and 4, Block 48 of Original Town. The motion carried by the following vote:

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

12. [19-1227](#) Public Hearing - Improvement Hearing - 2020 Mill and Overlay Project.

Mayor Pownell opened the public hearing at 6:35 pm. Brian Hilgardner, Bolton & Menk, reviewed the project scope, location, design, project costs and funding, project process and timeline, and noted the benefit appraisal is in process.

Sandra Gerdes, Executive Director Laura Baker School 211 Oak Str., spoke in support of the project. Noted concerns with the proposed bumpout due to the street width and ability of delivery trucks being able to access the facility if the street is further narrowed as well as buses and other public transportation. Feels the bumpout will make the backup into the street worse.

Jim Stenglein, 112 Maple Str., noted safety concerns with bumpout. Spoke regarding truck route on Union Str. from 1st to 2nd, construction on Carleton campus noting a majority of the campus is not accessible from a State highway. Spoke regarding the designated truck routes used for campus projects go through the neighborhood. Noted concerns with the proposed bikeway on 2nd Str.

Paula Lackie, 208 Elm Str., spoke regarding bumpouts and dividers for bike lanes and concern with snow removal. Stated concern with continuation of Third Str sidewalk and trees that would need to be removed.

Clark Webster, 712 Fourth Str. E., concerned with materials being used for mill and overlay with heavy traffic on the streets in this area. Stated concern with removal of parking and noted shared driveway situation.

Cliff Clark, 718 4th Str. E., stated concern with removal of parking and estimates half of the parking is being removed on the east side. He noted this will impact many events such as DJJD and events on or near the college campus. Concerned with costs and

wants information on per foot costs as well as what Carleton is being charged and what the public is being charged.

Heather McNagnay, 201 Nevada Str., noted questions about bike paths proposed, studies completed and if any injuries have happened. Wondered if there is a need to do all the bike paths. Noted questions and concerns from the community and questioned the neighborhood meeting coming up after the Council decides on the project.

Jim Pokorney, 303 Washington Str., noted he had not been tracking the project closely until now. Commented on process, and feels it is setup with citizens one step behind. Recommended process going forward that staff get prices for different elements and Council decide what really needs to be done.

Paul Hager, 110 Maple Str., showed video of large trucks going by his home. Noted he was on Council when the infrastructure project was done in this area. Asked if streets are being built to higher standards due to many deliveries every day. Feels it would be wise to have another meeting with neighborhood before project is finalized. Stated concerns with eliminating parking on Second Street. Asked about \$31,000 in the budget for art and whether neighbors will have a chance to compete for the art.

Fred Rogers, representing Carleton College, spoke regarding bike lanes. Noted he did not understand logic on full bike lanes on Second and Fourth Street. Noted loss of parking will be burdensome. Stated preference for bike lanes on Fourth Street. Would prefer the option for bike lanes on College street that only takes away parking on one side of the street. Noted Carleton requested a bike lane from First to Third on College Street.

Pat Stenglein, 112 Maple Str., spoke regarding parking and safety. Noted the need for parking for seniors attending funerals, events at Carleton, and DJJD. Noted most students walk rather than ride bikes. Spoke against limiting car access for seniors in the area.

Hilgardner, Public Works Director/City Engineer Bennett, and Engineering Manager Simonson answered questions posed by Council.

A motion was made by Council Member Peterson White, seconded by Council Member Zweifel, to close the Public Hearing at 7:45 pm. The motion carried by the following vote:

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

Recess

The Council took a recess at 7:46 pm. The meeting resumed at 7:54 pm.

13. [19-1228](#)

Public Hearing on the 2020 Budget and Tax Levy.

Mayor Pownell declared the public hearing open at 7:55 pm. City Administrator Martig introduced this item and reviewed the budget process.

A motion was made by Council Member Peterson White, seconded by Council Member Zweifel, to close the Public Hearing at 8:18 pm. The motion carried by the following vote:

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

14. [Res. 2019-125](#) Consider Adopting the 2019/Payable 2020 HRA Tax Levy.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve Resolution 2019-125 - Adopting the 2019 / Payable 2020 HRA Tax Levy. The motion carried by the following vote:

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

15. [Res. 2019-126](#) Consider Adopting the 2019/ Payable 2020 EDA Tax Levy.

A motion was made by Council Member Peterson White, seconded by Council Member Nakasian, to approve Resolution 2019-126 - Adopting the 2019 / Payable 2020 EDA Tax Levy. The motion carried by the following vote:

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

16. [Res. 2019-127](#) Consider Adopting the 2019 / Payable 2020 Tax Levy.

A motion was made by Council Member Peterson White, seconded by Council Member Zweifel, to approve Resolution 2019-127 Adopting the 2019 / Payable 2020 Tax Levy 9.4%. The motion carried by the following vote:

Yes: 4 - C. Grabau, C. Nakasian, C. Peterson White, and C. Zweifel

No: 2 - C. DeLong, and Mayor Pownell

17. [Res. 2019-128](#) Consider Adopting the 2020-2024 Capital Improvement Plan (CIP).

A motion was made by Council Member Peterson White, seconded by Council Member Zweifel, to approve Resolution 2019-128 - Adopting the 2020 to 2024 Capital Improvement Plan (CIP). The motion carried by the following vote:

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

18. [Res. 2019-129](#) Consider Approving the 2020-2024 Capital Equipment Plan (CEP).

A motion was made by Council Member Zweifel, seconded by Council Member Grabau, to approve Resolution 2019-129 - Adopting the 2020 to 2024 Capital Equipment Plan (CEP). The motion carried by the following vote:

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

19. [Res. 2019-130](#) Consider Adopting the Final 2020 Budget.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve Resolution 2019-130 - Adopting the 2020 Budget. The motion carried by the following vote:

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

REGULAR AGENDA

20. [19-1229](#) Consider motion to approve grant application to the McKnight Foundation to support staff capacity for Climate Action Plan implementation.

City Administrator Martig introduced this item. Program Coordinator Kallestad answered questions posed by Council.

A motion was made by Council Member Zweifel, seconded by Council Member Grabau, to approve staff submitting a grant application to the McKnight Foundation for \$50,000. The motion carried by the following vote:

Yes: 4 - C. Grabau, C. Nakasian, C. Peterson White, and C. Zweifel

No: 2 - C. DeLong, and Mayor Pownell

Enactment No: M2019-167

ADMINISTRATORS UPDATE

22. [19-1231](#) City Administrator's Update.

City Administrator Martig thanked staff for work on the budget. Spoke regarding parks and recreation funding and consultant research. Reminded everyone of the Holiday Social Thursday, December 5, 5-6 pm at the Library.

ADJOURN

A motion was made by Council Member Zweifel, seconded by Council Member Grabau, to adjourn the meeting at 9 pm. The motion carried by the following vote:

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