



City of Northfield

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

Meeting Minutes - Final City Council

Tuesday, August 20, 2019

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:01 pm.

Present: 7 - Council Member David DeLong, Council Member Clarice Grabau, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Jessica Peterson White, Council Member Erica Zweifel, and Mayor Rhonda Pownell

APPROVAL OF AGENDA

A request was made to move item #12 from the consent agenda to the regular agenda. Mayor Pownell noted this would be the second item on the regular agenda following item #19.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve the agenda as amended by moving item #12 to the regular agenda. The motion carried by the following vote:

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

APPROVAL OF MINUTES

1. [19-1033](#) August 5, 2019 City Council Meeting Minutes

A motion was made by Council Member Ness, seconded by Council Member Nakasian, to approve the August 5, 2019 City Council Meeting Minutes. The motion carried by the following vote:

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

PRESENTATIONS

2. [19-1034](#) Update from Climate Action Plan Advisory Board.

Program Coordinator Kallestad introduced Alex Miller, co-chair Climate Action Plan Advisory Board (CAPAB). Miller reviewed the project timeline, noted upcoming presentations, reviewed priorities, strategies, and action for climate mitigation. Discussed emissions reduction targets, climate resilience and adaptation, local climate hazards, and implementation. Miller and Kallestad answered questions posed by Council.

3. [19-1035](#)

Presentation to Council regarding Growing Local Leadership Program.

Program Coordinator Kallestad introduced this item and the proposal for a pilot series of

leadership training. Kallestad noted she has been working with the University of Minnesota Extension to develop a local leadership training program. One of the goals of this program is to help build the confidence and competence of emerging leaders who may wish to serve on city, school district, and local nonprofit boards and commissions. The target audience is underrepresented residents who have limited experience serving in local leadership capacities. Kallestad noted she will be working with Extension, the Northfield Public School District and community partners such as Healthy Community Initiative to finalize development and pilot the training in 2020. She will also be seeking input from potential participants as we develop the training. Kallestad answered questions posed by Council.

CONSENT AGENDA

City Administrator Martig introduced the items on the consent agenda.

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

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

4. [19-1036](#) Consider Motion Approving Permanent Easement for the 2018 Spring Creek Road Reconstruction Project - 10017 Hall Avenue

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

Enactment No: M2019-113

5. [19-1037](#) Consideration of License Agreement (Deck Encroachment) for 1408 Blue Flag Court.

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

Enactment No: M2019-114

6. [19-1038](#) Consider Approving Disbursements totaling \$1,679,492.81

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

Enactment No: M2019-115

7. [19-1039](#) Consideration of Decommissioning Agreement - Chub Garden LLC.

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

Enactment No: M2019-116

8. [Res. 2019-084](#) Consideration of Resolution For Agreement for State Transportation Fund Local Bridge Replacement Program for Spring Creek Bridge Replacement Project, 2018STRT-A39.

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

9. [Res. 2019-085](#) Call for Public Hearing to establish the 5th and Washington Tax Increment Financing District and a TIF Plan request by Rebound Real Estate, LLC.

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

10. [19-1040](#) Consider Approval of Amendments to City of Northfield Employee Handbook, Section 7.02 (Health Care Savings Plan), Section 8.01 Vacation, and Section 8.03 (Sick Leave).

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

Enactment No: M2019-117

11. [19-1041](#) Consider Community Event In-Kind Grant Support.

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

Enactment No: M2019-118

13. [19-1042](#) Consider Approval of Memorandum of Understandings for Law Enforcement Labor Services Sergeants Unit and IUOE Local 70 General Unit regarding change of Post Employment Health Plan benefit with Nationwide to Health Care Savings Plan with Minnesota State Retirement System.

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

Enactment No: M2019-119

OPEN PUBLIC COMMENTS

None

PUBLIC HEARINGS AND RELATED ACTION

14. [19-1043](#) Public Hearing on Sale of Property Elko New Market (Northfield Hospital & Clinics)

Mayor Pownell declared the public hearing open at 6:37 pm. City Administrator Martig

introduced this item and reviewed the background related to the sale of the Hospital property in Elko New Market.

A motion was made by Council Member Nakasian, seconded by Council Member Zweifel, to close the Public Hearing at 6:42 pm. the Information/Discussion Item. The motion carried by the following vote:

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

15. [Res. 2019-087](#) Consider Approval of Sale of Property in Elko New Market by Northfield Hospital & Clinics.

A motion was made by Council Member Ness, seconded by Council Member Grabau, to approve Resolution 2019-087 - Approving the Sale by the Northfield Hospital and Clinics of Real Property in Elko New Market, Minnesota, and Dispensing with Review of the Sale by the Northfield Planning Commission. The motion carried by the following vote:

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

16. [19-1044](#) Public Hearing on Tax Abatement for 2019 Public Improvements.

Mayor Pownell declared the public hearing open at 6:43 pm. Finance Director Angelstad introduced Nick Anhut, Ehlers & Associates. Anhut reviewed the proposed financing for the 2019 Street Reclamation Project, Spring Creek Road, Public Facility Roof Replacement Project and refinancing the certificates of participation for the Police Facility. Anhut reviewed tax abatement authority and answered questions posed by Council.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to close the Public Hearing at 7:04 pm. The motion carried by the following vote:

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

17. [Res. 2019-088](#) Consider Resolution approving Property Tax Abatements.

Public Works Director/City Engineer Bennett answered questions posed by Council.

A motion was made by Council Member Nakasian, seconded by Council Member Grabau, to approve Resolution 2019-088 - Approving Property Tax Abatements. The motion carried by the following vote:

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

18. [Res. 2019-089](#) Consider Resolution providing for the Sale of \$6,900,000 General Obligation Bonds, Series 2019A for Public Improvements.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve Resolution 2019-089 - Providing for the Sale of General Obligation Bonds, Series 2019A. The motion carried by the following vote:

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

REGULAR AGENDA

19. [Res. 2019-090](#) Consideration to Accept Donation for Additional Playground Equipment at Riverside/Lions Park.

Streets/Parks Manager Behrendt introduced this item and provided the history of this donation. Behrendt introduced Lions Club Member Tom Nielsen. Nielsen noted the Lions celebrated their 100th anniversary in 2018 and local clubs were encouraged to make a local donation. Nielsen noted the Lions donated the shelter in Riverside/Lions Park in 1966. Nielsen noted the \$10,000 donation received in memory of Lions Member Tom Blaisdell that made this donation to the City possible. Nielsen introduced fellow members Rick Hucka, Sara Nordwall, Linda Banks, and Melanie Nordwall. Members presented the \$10,000 donation check to the City Council.

Neil Lutsky, 1709 Michigan Dr. and member of the Park Board. Noted he was speaking on his own behalf. Spoke regarding the equipment being donated. Asked the council to consider whether that is the equipment they want to see public facing in this area. Noted the specification on how it is going to be used concerns him. Spoke regarding a piece of equipment at Sechler Park.

Public Works Director/City Engineer Bennett and Streets/Parks Manager Behrendt answered questions posed by Council.

A motion was made by Council Member Zweifel, seconded by Council Member DeLong, to approve Resolution 2019-090 - Accepting Donation Received for Playground Equipment at Riverside/Lions Park. The motion carried by the following vote:

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

- [19-1055](#) Direct staff and Park & Recreation Advisory Board to review donations/gifts policies of the City and bring recommendations back on how to make better use of donations.

A motion was made by Council Member Nakasian, seconded by Council Member DeLong, to direct staff and Park & Recreation Advisory Board to review donations/gifts policies of the City and bring recommendations back on how to make better use of donations. The motion carried by the following vote:

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

Enactment No: M2019-111

Recess

The City Council took a break at 7:44 pm. The meeting resumed at 7:51 pm.

12. [Res. 2019-086](#) Consider Resolution Approving Fees and Parking Restrictions Related to the Electric Vehicle Charging Station.

Program Coordinator Kallestad introduced this item and answered questions posed by Council.

Will Schroeer, 206 Winona, noted he uses the system and it works very well.

A motion was made by Council Member Zweifel, seconded by Council Member Grabau, to approve Resolution 2019-086 - Approving Fees and Parking Restrictions for Electric Vehicle Charging Station.

A motion was made by Council Member DeLong, seconded by Council Member Ness, to amend the Resolution to have weekdays 8 am - 8 pm \$0.25 kWh with a minimum charge of \$1.25, weekends and nights at \$0.20 cents kWh, and a maximum charge of \$25. The motion failed on the following vote:

Yes: 2 - C. DeLong, C. Ness

No: 5 - C. Grabau, C. Nakasian, C. Peterson White, C. Zweifel and Mayor Pownell

The motion to approve Resolution 2019-086 carried by the following vote:

Yes: 5 - C. Grabau, C. Nakasian, C. Peterson White, C. Zweifel, and Mayor Pownell

No: 2 - C. DeLong, and C. Ness

- 20. [Res. 2019-091](#)** Consideration of Resolution Ordering Preparation of Feasibility Report for the 2020 Mill and Overlay Project.

Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council.

Will Schroeer, 206 Winona Str., noted he sent comments to Council prior to meeting. Showed pictures of the storm drain near his home. Noted the storm drains are not well designed on the entire block. Spoke regarding consideration of drain location and adding to the scope to address the design problem.

At 8:43 pm. C. DeLong called for a point of order regarding the length of time the speaker was commenting. Mayor Pownell asked the speaker to finish.

A motion was made by Council Member Ness, seconded by Council Member Zweifel, to approve Resolution 2019-091 - Order Preparation of Feasibility Report for 2020 Mill and Overlay Project STRT2020-A45. The motion carried by the following vote:

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

No: 1 - C. DeLong

Extend Meeting

A motion was made by Council Member Ness, seconded by Council Member Nakasian, to extend the meeting until 9:15 pm. The motion carried by the following vote:

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

No: 1 - C. DeLong

- 21. [19-1045](#)** Consider Approval of Professional Service Agreement for the 2020 Mill and

Overlay Project Engineering Services.

Public Works Director/City Engineer Bennett introduced this item. Bennett answered questions posed by Council regarding adding to the cost of work with additions proposed.

Will Schroeer, 206 Winona, called Council's attention to the scope of work and noted there is no direction to the consultant to look at a protected bike lane or storm drainage system, just noted as a mill and overlay. Noted later on in scope of work sizing of storm drainage system is noted.

C. Zweifel requested that photos submitted be sent to the consultant.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve the professional service agreement with Bolton and Menk, Inc. for City Project (STR2020-A45) 2020 Mill and Overlay Project with the addition of language added to the agreement to look at storm drain placement and improvements, bump out analysis, and protected bike lane replacing parking on the west side of College Street between Carleton College and the Weitz Center with staff to determine where the language is to be placed in the contract. The motion carried by the following vote:

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

No: 1 - C. DeLong

Enactment No: M2019-112

22. [19-1046](#) Strategic Plan Update - Quarter 2 - 2019

Council agreed to move this item to the first meeting in September.

ADMINISTRATORS UPDATE

23. [19-1047](#) City Administrator's Update.

City Administrator Martig provided information on the Jefferson Parkway/246 open house on Wednesday, August 21 in the Council Chambers from 5-7 pm with a presentation at 5:15. Martig noted this item will be on the September 3 agenda for action.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Nakasian - Asked about the location of the neighborhood meeting on October 2. Bennett noted the meetings are typically in the Council Chambers.

C. Zweifel - Spoke about the Mill Towns Trail Joint Powers Board discussion asked each entity to pass a supporting resolution related to their bonding request. Noted it will be coming to Council soon.

C. Ness - None

C. Grabau - None

C. Peterson White - None

C. DeLong - Noted he will always second motions and will always vote no to extending meetings as he feels there should not be an artificial end time for meetings.

Mayor Pownell - None

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Peterson White, to adjourn the meeting at 9:13 pm. The motion carried by the following vote:

Yes: 7 - C. DeLong, C. Grabau, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell