



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, September 6, 2016

7:00 PM

Council Chambers

Closed Meeting - 6pm: Regular Meeting - 7pm

6:00 PM - CLOSED SESSION

CALL TO ORDER

Present: 5 - Council Member David DeLong, Council Member David Ludescher, Council Member Suzie Nakasian, Council Member Rhonda Pownell, and Council Member Erica Zweifel

Absent: 2 - Mayor Dana Graham, and Council Member Jessica Peterson White

1. [16-390](#) Closed City Council Meeting pursuant to Minn. Stat. § 13D.03, subd. 1 for consideration of strategy for labor negotiations.

ADJOURN

7:00 PM - REGULAR AGENDA

CALL TO ORDER

Mayor Pro Tem Ludescher called the meeting to order at 7:00 pm.

Present: 6 - Council Member David DeLong, Council Member David Ludescher, Council Member Suzie Nakasian, Council Member Jessica Peterson White, Council Member Rhonda Pownell, and Council Member Erica Zweifel

Absent: 1 - Mayor Dana Graham

APPROVAL OF AGENDA

Mayor Pro Tem Ludescher noted the supplemental information. City Administrator Martig reviewed the items on the supplemental memo and recommended to move #9 & #12 from the consent agenda to the regular agenda.

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve the agenda with leaving #9 on the consent agenda and moving #12 to the regular agenda.

A motion was made by Council Member Pownell, seconded by Council Member Nakasian, to amend the motion to move #9 & #12 from the consent agenda to regular agenda.

The motion carried by the following vote:

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

APPROVAL OF MINUTES

2. [16-391](#)

A motion was made by Council Member Pownell, seconded by Council Member Peterson White, to approve the August 11, 2016 City Council Meeting Minutes. The motion carried by the following vote:

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

3. [16-392](#)

A motion was made by Council Member Nakasian, seconded by Council Member Pownell, to approve the August 16, 2016 City Council Meeting Minutes. The motion carried by the following vote:

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

PRESENTATIONS

4. [16-393](#)

Presentation on United Way Kick-off Event - September 22, 2016

City Administrator Martig introduced Elizabeth Child, Executive Director of the Northfield Area United Way. Ms. Child noted the launch of their 42nd campaign is scheduled for September 22, 2016. The United Way is asking citizens to reunite and pull together for the United Way at the kickoff event starting at 5 pm on September 22 in Bridge Square. Ms. Child provided information on the United Way, goals for the coming year and noted they are spearheading a community effort to fund a new bookmobile.

CONSENT AGENDA

City Administrator Martig introduced the items on the consent agenda.

Mar Valdecantos, member of the Human Rights Commission, spoke in favor of the proclamation for the International Day of Peace and provided information on the upcoming events on September 20, from 6:30 - 8:30 at Carleton College and September 21, on Bridge Square.

A motion was made by Council Member Pownell, seconded by Council Member DeLong, to approve the items on the consent agenda . The motion carried by the following vote:

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

5. [16-394](#)

Consider Approving Disbursements totaling \$3,084,725.92

6. [16-395](#)

Consider approval of updated policies for the Employee Handbook.

7. [Res. 2016-088](#)

Consideration to Accept Public Improvements and Accept Final Payment - WWTP Replacement Well.

8. [Res. 2016-089](#)

Consideration to Accept Bids and Award Contract for the Wastewater Treatment Plant (WWTP) Ultra Violet Disinfection Replacement Project.

10. [Res. 2016-091](#) Approve Proclamation for International Day of Peace Celebration on September 20, 2016.

11. [16-396](#) Consider Tobacco License for Northfield Inc. at 429 Division Str. S.

OPEN PUBLIC COMMENTS

Suzie Nakasian, 713 4th Str. E., speaking as a citizen and resident, expressed apology and regret regarding being pushed by events at the last meeting that resulted in her calling the Mayor a bully. Noted conversations and process require close following of the rules and the Council needs to be very transparent and clear. Commended Council for the fierce protection of the principles and rules. Noted that she is grateful for the opportunity to have the kinds of conversations Mr. Ludescher made possible at the beginning of the meeting.

Julie Kopp, 1200 Superior Dr., spoke in favor of keeping entire Fargaze Meadows as one piece. Asked what resolution authorized the removal of 4.6 acres. Concerned with making Abbey Road a through street. Spoke regarding previous plans for the area and many homes proposed.

PUBLIC HEARINGS AND RELATED ACTION

13. [16-397](#) Public Hearing for Conveyance of Tax Forfeited Property, Containing Part of Outlot D, Fargaze Meadows.

Mayor Pro Tem Ludescher declared public hearing open at 7:34 pm.

Public Works Director/City Engineer Bennett presented information related to this item and answered questions posed by Council.

Karen Moldenhouer, 704 Ford Str., spoke regarding major flooding near Ford Street and the installation of the swale. Noted the swale has helped, but is the only thing that has been done. Asked Council to step back and fix the issues. Stated that additional houses and street extension would add to impervious surface and flooding issues. Asked Council to view the area. Noted that Abbey Road goes nowhere.

A motion was made by Council Member DeLong, seconded by Council Member Peterson White, to close the public hearing at 7:55 pm. The motion carried by the following vote:

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

REGULAR AGENDA

9. [Res. 2016-090](#) Consideration to Designate Signee for the 2014 Federal Recreational Trail Program Grant (#0033-14-4D).

A motion was made by Council Member DeLong, seconded by Council Member Peterson White, to approve Resolution 2016-090 - Designation of Signee for 2014 Federal Recreational Trail Program Grant. The motion carried by the following vote:

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

No: 1 - C. DeLong

12. [Res. 2016-092](#)

Approve Resolution directing City Administrator to sign Master Subscriber Agreement and Request for MGA Login Account for the New MGA Court Records system.

City Administrator Martig introduced the item and noted the proposed change to the resolution of authorizing the City Administrator to sign the document.

A motion was made by Council Member Pownell, seconded by Council Member Nakasian, to approve Resolution 2016-092 - Approving Master Subscriber Agreement and Request for MGA Login Account for the New MGA Court Records System with the City of Northfield on Behalf of its City Attorney. The motion carried by the following vote:

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

14. [Res. 2016-093](#)

Approve the Preliminary Tax Levy for the Economic Development Authority (EDA).

Community Planning & Development Director Heineman introduced this item and the Housing and Redevelopment Authority tax levy item and answered questions posed by Council. Finance Director Lammers answered questions posed by Council.

A motion was made by Council Member DeLong, seconded by Council Member Nakasian, to approve Resolution 2016-093 - Adopting a Proposed 2016/Payable 2017 EDA Tax Levy. The motion carried by the following vote:

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

15. [Res. 2016-094](#)

Approve the Preliminary Tax Levy for the Housing and Redevelopment Authority (HRA)

A motion was made by Council Member Nakasian, seconded by Council Member Pownell, to approve Resolution 201-094 - Adopting a Proposed 2016/Payable 2017 HRA Tax Levy. The motion carried by the following vote:

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

16. [Ord. 984](#)

Ordinance Amending 2017 and 2018 Mayor and City Council Compensation.

City Administrator Martig introduced this item and answered questions posed by Council. City Clerk Little answered questions posed by Council.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve the First Reading of Ordinance 984 - Amending Section 2-26 of City Code Relating to Council Compensation. The motion carried by the following vote:

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

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

17. [16-398](#)

Consider the 2017 Budget Request by the Northfield Area Fire & Rescue Services (NAFRS).

City Administrator Martig introduced this item.

A motion was made by Council Member DeLong, seconded by Council Member Nakasian, to approve the 2017 budget request from the Northfield Area Fire and Rescue Service (NAFRS) with the proposed budget of \$525,000, of which Northfield would pay \$379,155. The motion carried by the following vote:

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

Enactment No: M2016-118

18. [Ord. 983](#)

Consideration of a new Ordinance Restricting Fishing on the West Riverwalk Area.

Police Chief Nelson introduced this item and answered questions posed by Council.

Laurie Hoheisel, 407 3rd Str. W. & owner of Froggy Bottoms, reiterated that this is an issue of safety, not a fishing issue. Noted issue of dangling lures on private patio from people trying to cast around the building. Asked the Council to consider the safety of the proposal.

A motion was made by Council Member Zweifel, seconded by Council Member Pownell to have the Second Reding of Ordinance No. 983 - Amending City Code Chapter 50-Offenses and Miscellaneous Provisions - Restricting Fishing on the West Riverwalk Area.

A motion was made by Council Member Delong, seconded by Council Member Ludescher, to postpone indefinitely consideration of Ordinance No. 983. The motion carried by the following vote:

Yes: 5 - C. DeLong, C. Ludescher, C. Peterson White, C. Pownell, and C. Zweifel

No: 1 - C. Nakasian

19. [Res. 2016-095](#)

Close Fund 461 and transfer residual dollars

Finance Director Lammers introduced this item and answered questions posed by Council.

A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve Resolution 2016-095 - To Close the Tiger Grant Capital Project Fund and Authorize an Interfund Transfer. The motion carried by the following vote:

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

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Pownell - None

C. Zweifel - Attended the Park Board meeting. The Board had a tour of City Parks related to pollinator protected areas. The Board made a recommendation to start with a triangle of Odd Fellows Park on the St. Olaf side near Forest Avenue. Attended the Bridgewater Township meeting on Wild Parsnip and noxious weeds and forwarded the information to staff. Bridgewater Township will be putting together a map of areas of

concern and spearheading effort for control.

C. DeLong – Reported on the Planning Commission meeting. They discussed temporary healthcare dwellings and tiny houses, and are reviewing outstanding LDC items that need to be addressed in the work plan. Noted that the Highway #3/3rd Street intersection is open and appears to be working well, with the exception of some illegal left turns.

C. Peterson White - Spoke regarding newly painted crosswalks and moving of the bollards at 5th and Washington Street. The improvements seem to be working with fewer confused pedestrians and slower moving traffic. Reported on the CVB Board Retreat led by Lisa Peterson. Noted brainstorming on marketing, branding, and funding. Working with staff to improve the clarity and flow through of lodging tax payments. Noted new B&B, Contented Cottage, opening at the end of this month.

C. Nakasian - Spoke regarding tree policy and organic pest policy. Encouraged review of policies, including the noxious weeds policy. Commended Middle School for opening of cross walks and noted that staff has been helpful with communications. Attended Minnesota High Speed Rail Association meeting in Red Wing.

C. Ludescher - Thanked everyone for their patience with the meeting.

ADMINISTRATORS UPDATE

City Administrator Martig reported on the following:

- Staff is continuing to work on the budget. This will be the main focus of the upcoming work session. Public Works will be a key item for discussion.
- Gearing up for Defeat of Jesse James Days. Coordinating potential scheduling changes that may happen due to wet grounds. Will communicate any changes.
- Will be following up on people illegally taking left turns and looking at signage at the Third Street/Highway 3 crossing.
- Noted NAFRS will have a special meeting at the end of the month to talk about a taxing district. They are also working on facility planning. A resolution was acted on at a prior meeting related to the existing location and flood control. Staff has weighed in that they are comfortable at this stage. Looking at funding and ownership recommendations with financial consultants, bond counsel and city attorney.
- Reviewed the revisions made at the 5th/Washington Street intersection.

ADJOURN

A motion was made by Council Member Zweifel, seconded by Council Member DeLong, to adjourn the meeting at 9:25 pm. The motion carried by the following vote:

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