



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, October 4, 2016

7:00 PM

Council Chambers

7:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Graham called the meeting to order at 7:00 pm.

Present: 6 - Mayor Dana Graham, Council Member David DeLong, Council Member David Ludescher, Council Member Suzie Nakasian, Council Member Rhonda Pownell, and Council Member Erica Zweifel

Absent: 1 - Council Member Jessica Peterson White

APPROVAL OF AGENDA

Mayor Graham noted the items in the Supplemental Memo.

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

Yes: 6 - Mayor Graham, C. DeLong, C. Ludescher, C. Nakasian, C. Pownell, and C. Zweifel

APPROVAL OF MINUTES

1. [16-428](#)

A motion was made by Council Member Nakasian, seconded by Council Member DeLong, to approve the August 23, 2016 Work Session Minutes. The motion carried by the following vote:

Yes: 6 - Mayor Graham, C. DeLong, C. Ludescher, C. Nakasian, C. Pownell, and C. Zweifel

2. [16-429](#)

A motion was made by Council Member Ludescher, seconded by Council Member Zweifel, to approve the September 13, 2016 Work Session Minutes. The motion carried by the following vote:

Yes: 6 - Mayor Graham, C. DeLong, C. Ludescher, C. Nakasian, C. Pownell, and C. Zweifel

3. [16-430](#)

A motion was made by Council Member Pownell, seconded by Council Member Nakasian, to approve the September 20, 2016 City Council Meeting Minutes. The motion carried by the following vote:

Yes: 6 - Mayor Graham, C. DeLong, C. Ludescher, C. Nakasian, C. Pownell, and C. Zweifel

4. [16-431](#)

A motion was made by Council Member Zweifel, seconded by Council Member Pownell, to approve the September 23, 2016 Emergency City Council Meeting Minutes. The motion carried by the following vote:

Yes: 6 - Mayor Graham, C. DeLong, C. Ludescher, C. Nakasian, C. Pownell, and C. Zweifel

CONSENT AGENDA

City Administrator Martig introduced the items on the consent agenda.

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

Yes: 6 - Mayor Graham, C. DeLong, C. Ludescher, C. Nakasian, C. Pownell, and C. Zweifel

- 6. [16-433](#)** Consider Approving Disbursements totaling \$1,070,581.66
- 7. [16-434](#)** Consider Request for Proposal for Audit Services.
- 8. [16-435](#)** Consideration of MetLife Employer Sponsored Dental Benefit.
- 9. [16-436](#)** Consideration of "IDShield" as an Additional Voluntary Benefit for City Employees.
- 10. [16-437](#)** Consideration of 2017 Health, Life, and LTD Benefits Renewal.

OPEN PUBLIC COMMENTS

Victor Summa, 812 St. Olaf Ave., spoke regarding the work session next week and Mr. Martig bringing forth a discussion on the NDDC. Summa expressed concern about the relationship of City Councilors and fiduciary arrangements with former NDDC Director Scot Covey noting he is involved with local campaigns.

REGULAR AGENDA

- 11. [Res. 2016-103](#)** Consideration of Resolution Authorizing a Grant Application with the Minnesota Amateur Sports Commission for the Purchase of an Electric Ice Resurfacer for Use at the Northfield Ice Arena.

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

A motion was made by Council Member Nakasian, seconded by Council Member Pownell, to approve Resolution 2016-103 - Authorizing a Grant Application with the Minnesota Amateur Sports Commission for the Purchase of an Electric Ice Resurfacer for use at the Northfield Ice Arena. The motion carried by the following vote:

Yes: 6 - Mayor Graham, C. DeLong, C. Ludescher, C. Nakasian, C. Pownell, and C. Zweifel

12. [16-438](#) Flood Update

Police Chief Nelson introduced this item and provided details of the recent flood event. Public Works Director/City Engineer Bennett reviewed cleanup efforts and potential future considerations for flood mitigation. City Administrator Martig answered questions posed by Council. City Council thanked staff and emergency management personnel for their efforts during the flood including the great communication with businesses by the Police Department. City Council members discussed future considerations.

13. [Res. 2016-102](#) Consideration of Resolution Establishing Finance Policy Subcommittee Roles & Responsibilities.

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

Don McGee, 710 Highland Ave., spoke regarding budget documents and making sure key information gets to Council. Stated a subcommittee is a good step to get information to Council. Asked that the information also get to the public. Suggested having citizens involved in subcommittee.

At 8:13 pm, C. Zweifel called for a point of order noting the discussion is not about the HRA. Mayor Graham asked C. Ludescher to stick to the current topic.

A motion was made by Council Member DeLong, seconded by Council Member Pownell, to approve Resolution 2016-102 - Establishing the Roles and Responsibilities of the Council Finance Policy Subcommittee. The motion carried by the following vote:

Yes: 6 - Mayor Graham, C. DeLong, C. Ludescher, C. Nakasian, C. Pownell, and C. Zweifel

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Nakasian - Noted she spent a week touring cities along River Runner Amtrak line between Chicago and St. Louis. Starting conversations on inter city regional rail and economic benefit it could bring.

C. DeLong - Thanked city staff involved in DJJD. Thanked DJJD committee volunteers. Suggested discussion of a permanent rodeo site and conversation on other changes for the event. Attended Wheeler Park Dedication. Spoke regarding DAR elm tree planting at the Library. Noted he has witnessed better compliance at the Highway #3/3rd Str. intersection.

C. Zweifel - Participated in CRWP river clean up day. Attended Friends & Foundation of the Public Library annual meeting. Noted the contributions they have made this year to the community.

C. Ludescher - Reported the EDA has hired an Economic Development Coordinator that will start in December. Reported on the Charter Commission meeting where the group continued discussions on the Charter and how it is enforced.

C. Pownell - No report.

Mayor Graham - Reported on the Mayor's Youth Council meeting. City Administrator Martig also attended. Reported on the NAFRS public meeting on the potential formation of a tax district. Reported on the EDA discussion of an agreement with Xcel Energy to develop a shovel ready industrial site. Talked about hosting a micropolitan summit. Reported on the Hospital Board meeting. The Board approved the second two years of funding for community recreation. Attended the Northfield Promise Council of

Champions meeting. Noted the group is moving forward and achieving benchmarks.

ADMINISTRATORS UPDATE

City Administrator Martig provided updates on the following:

- *#246/Jefferson Parkway study continues to be worked on. Moving onto solutions phase and gearing up for the next phase of another open house in November.*
- *Noted the County Engineer is looking for feedback on the County Road 1 Reconstruction. Looking at consideration of sidewalks and trail included in the project scope. Noted staff supports sidewalk/trail on both sides of the road as this is in the comprehensive planning document but is outside the City limits. There will be a presentation to Planning Commission. Staff will share plans electronically when they are received.*
- *Attended Dakota County City Administrators and Mayors meeting. Participation is important for a broader regional perspective. The group discussed Pollinator Friendly activities and Regional Transit.*
- *Reported on the NAFRS taxing district meeting. The meeting documents are available on their website. Noted the policy discussion areas such as whether representation will be elected or appointed, and whether they will be by districts or at large, whether taxing will be blended urban and rural service district or just straight taxing.*
- *NAFRS personnel committee continues to meet. McGrath is continuing with the administrative study. The facility committee is gearing up for a November presentation to the board and then the City Council.*
- *Compensation study work continues.*
- *The City Attorney will be at next meeting.*
- *Met with Waterford Township officials and provided a proposal.*
- *Noted the upcoming dedication of Community Solar Project.*
- *Noted the website redesign is underway. Staff is working on the AV upgrade project for the Council Chambers with an add alternate for hearing impaired equipment. Provided information from staff on absentee voting and noted the pre-registration deadline of October 18.*
- *Reported on the upcoming debates in the Council Chambers and related fees that will be charged according to the fee schedule.*

Public Works Director/City Engineer Bennett provided project updates on the following:

- *Woodley Street and delays due to weather.*
- *East Cannon River Trail – The contractor won't be able to get the project done in time due to high water levels. The contractor has indicated they want to work during the winter. There will be a change order for time extension brought back to Council and any grant extensions needed will be taken care of.*
- *Highway 3/3rd street project is wrapping up.*
- *Arbor Street crosswalk was built before school started. The flashing beacons will be installed soon.*
- *Meadows Park – Trail grading and dormant seeding will be completed this fall. Staff will work on the community garden program.*
- *Grant Park pond buffer will be started this fall.*
- *Utilities - Well 6 project and UV project at the Wastewater Plant are wrapping up.*

14. [16-439](#)

ADJOURN

A motion was made by Council Member DeLong, seconded by Council Member Zweifel, to adjourn the meeting at 8:44 pm. The motion carried by the following vote:

Yes: 6 - Mayor Graham, C. DeLong, C. Ludescher, C. Nakasian, C. Pownell, and C. Zweifel