



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, March 7, 2017

5:00 PM

Council Chambers

5 pm Closed City Council Meeting; 6 pm Regular Meeting

6:00 PM - REGULAR AGENDA

CALL TO ORDER

Mayor Pownell called the meeting to order at 6:04 pm.

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

Absent: 1 - Council Member Greg Colby

APPROVAL OF AGENDA

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve the agenda for March 7, 2017. The motion carried by the following vote:

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

Not Present: 1 - C. Nakasian

APPROVAL OF MINUTES

2. [17-691](#)

A motion was made by Council Member Ness, seconded by Council Member Zweifel, to approve the February 14, 2017 City Council Work Session Minutes. The motion carried by the following vote:

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

Not Present: 1 - C. Nakasian

3. [17-692](#)

A motion was made by Council Member Zweifel, seconded by Council Member Ness, to approve the February 21, 2017 City Council Meeting Minutes. The motion carried by the following vote:

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

Not Present: 1 - C. Nakasian

CONSENT AGENDA

City Administrator Martig introduced the items on the consent agenda.

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

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

Not Present: 1 - C. Nakasian

4. [17-693](#) Consider Approving Disbursements totaling \$989,315.40
5. [Res. 2017-017](#) Consider Adopting Service Assessments - Woodley Street Reconstruction

OPEN PUBLIC COMMENTS

Victor Summa, 812 St. Olaf Ave., congratulated the Council and staff on the Highway 3/Third Street intersection project and the back in parking places on 3rd Street. Noted that it works well. Suggested mics for all council members at work sessions. Spoke regarding City Administrator's comment at a Carleton event referring to the City Charter as the City's constitution.

Don McGee, 710 Highland Ave., spoke regarding the Northfield Hospital & Clinics work on their strategic plan related to the review of the Long Term Care Center. Asked Council to advocate for the residents and look into this.

C. Nakasian arrived at 6:10 pm.

REGULAR AGENDA

6. [Res. 2017-018](#) Consider Accepting Updated Feasibility Report and Call for Improvement Hearing - 2017 Street Reclamation Project.

Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council. Engineering Manager Simonson provided information on the project related to changes from the original feasibility report.

A motion was made by Council Member Peterson White, seconded by Council Member Zweifel, to approve Resolution 2017-018 - Accepting Feasibility Report and Calling for a Public Hearing - 2017 Street Reclamation Project STRT2017-A36. The motion carried by the following vote:

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

No: 1 - C. DeLong

7. [Res. 2017-019](#) Approving Implementation of Certain Components of Job Classification and Compensation Study

City Administrator Martig introduced this item. Communications & Human Resources Manager Mahowald answered questions posed by Council.

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve Resolution 2017-019 - Approving Implementation of Certain Components of Job Classification and Compensation Study. The motion carried by the following vote:

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

No: 1 - C. DeLong

8. [Res. 2017-020](#) Consider Approving Labor Agreement and Memorandum of Understanding between the City of Northfield and Law Enforcement Labor Services, Inc. (Sergeants Unit).

Communications & Human Resources Manager Mahowald introduced this item and answered questions posed by Council.

A motion was made by Council Member DeLong, seconded by Council Member Nakasian, to approve Resolution 2017-020 - Approving Labor Agreement and Memorandum of Understanding Between the City of Northfield and Law Enforcement Labor Services, Inc. (Sergeants Unit). The motion carried by the following vote:

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

9. [17-694](#) Consider Approval of City Council Rules of Business.

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

Victor Summa, 812 St. Olaf Ave., noted in California it is illegal to ask someone's address at a public meeting. Stated there is not enough time to comment. Stated in addition to doing the City's business, the City Council should also communicate with citizens regarding business. Noted e-mail already exists and is not sure how the process is going to change with additional electronic methods. Stated the use of Roberts Rules is in the Charter.

Don McGee, 710 Highland Ave., spoke regarding having questions during the meeting and may want to comment. Stated people may want to come to the meeting later and may not be able to have their sign up cards in by 6 pm. Asked Council to give more consideration on this.

Todd Bornhauser, 1202 Bluestem Court, spoke about filling out a comment card for every item to save the protection to be able to speak. Stated he may be compelled to speak based on other comments made. Apologized if comments made in the past were a waste of time.

At 7:06 pm, Council Member Peterson White called for at Point of Order regarding Council Member DeLong ascribing feelings to his colleagues inappropriately and unnecessarily through debate. Mayor Pownell asked Council Member DeLong to please not assign motivation or make assumptions on whether or not anyone at the dais does not approve of Mr. Graham in his capacity as mayor for the previous four years, and to please not make references to that. Councilor DeLong was allowed to continue.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve the attached City Council Rules of Business/Meeting Rules, Rules of Order and Rules of Decorum and chooses seating assignment option B to be incorporated into the final document.

A motion was made by Council Member Ness, seconded by Council Member Nakasian, to amend the motion by striking the following words in the second sentence of 8., "before the start of the meeting" and strike the first bulleted item

"Preregister to speak before the start of the meeting."

A motion was made by Council Member Nakasian, seconded by Council Member DeLong, to postpone this item to the next regular meeting, March 21, for further discussion. The motion carried by the following vote:

Yes: 4 - C. DeLong, C. Nakasian, C. Ness, and C. Peterson White

No: 2 - C. Zweifel, and Mayor Pownell

Enactment No:

10. [17-695](#)

Discussion of New Council Initiatives and Strategic Planning schedule update.

City Administrator Martig reviewed the updated strategic planning schedule and initiatives, projects and status of those items.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

Councilor Ness - None

Councilor Peterson White - Reported on the February 23 EDA meeting. The EDA discussed reviewing the business subsidy policy, consideration of the Property Assessed Clean Energy program, and hosting a micropolitan summit. There was also a discussion regarding the NEC being more proactive in providing assistance, supporting and reaching underserved entrepreneurial populations.

Councilor Zweifel - Noted the City has a PACE program that was drafted 5-6 years ago. Still receiving comments from citizens not being able to find the live stream of the meeting. Noted they have not difficulty finding the archives.

Councilor DeLong - None.

Councilor Nakasian - Attended Minnesota Transportation Alliance conference in St. Paul. Stated the conference was entirely focused on roads.

Mayor Pownell - Asked Council if they wanted proclamations read. Councilor DeLong noted wording in the proclamation that needs to be corrected related to we as a council. Also suggested using "proclaimed" rather than "passed" for Mayor's proclamations.

Councilor Nakasian had no objections to the Mayor's proclamations, but feels a City Council proclamation is stronger and thinks all proclamations should be Council led. Mayor Pownell noted that policy related items would be brought back to Council to act upon. Attended Northfield Initiative meeting last week. Reviewed LMC fact sheets on legislative bills. Will have staff e-mail these sheets. Noted upcoming LMC legislative conference on March 23 and encouraged members to attend. Councilor Nakasian asked to discuss the preemption bill on a future agenda. City Administrator Martig noted he has been in contact with the LMC lobbying staff regarding this bill. If Council wants legislative policy items added to a future agenda to let staff know. Mayor Pownell attended the first racial equity speaker series. The next speaker series is May 24 at 6 pm. Encouraged others to attend. Mayor Pownell noted she will be in Washington DC next Tuesday. Mayor Pro Tem Peterson White will be chairing the work session.

11. [17-696](#)

Mayoral Proclamation April 22, 2017 as Earth Day in Northfield.

12. [17-697](#)

Mayoral Proclamation April 28, 2017 as Arbor Day in Northfield.

ADMINISTRATORS UPDATE

City Administrator Martig reviewed the upcoming agenda items. Will continue working on meeting policies. Close to implementation of new website. May also livestream on

Cable Access Channel. Noted staff can help coordinate attendance and meetings with legislators for the upcoming LMC legislative conference.

13. [17-698](#)

ADJOURN

The meeting adjourned at 7:57 pm.