



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, July 11, 2017

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6 pm.

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

Absent: 1 - Council Member Suzie Nakasian

APPROVAL OF AGENDA

Mayor Pownell noted recommendation on the supplemental memo to amend the agenda by moving item #9 before item #8.

A motion was made by Council Member Ness, seconded by Council Member Colby, to approve the agenda as amended by moving item 9 before item 8. The motion carried by the following vote:

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

APPROVAL OF MINUTES

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve the June 20, 2017 City Council Meeting Minutes. The motion carried by the following vote:

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

1. [17-891](#)

CONSENT AGENDA

Mayor Pownell asked members to fill out a sign up card if you are planning on speaking. City Administrator Martig introduced the items on the consent agenda.

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

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

2. [17-892](#) Consider Approving Disbursements totaling \$1,656,551.31

3. [17-893](#) Consider approval of Employee group long-term disability insurance with

Madison National Life

4. [17-894](#) Consideration of Authorization to Initiate a Request for Proposals (RFP) for 2018 Street Improvement Projects.
5. [Ord. 990](#) Consider Rezoning of Northfield Hospital - Summit Orthopedic Clinic

This Ordinance was approved on the second reading.

OPEN PUBLIC COMMENTS

Jane McWilliams, 301 W. 7th Street, Library Board Member, provided information on activities at the Library. Noted the Book Bike has been at the Riverwalk Market Fair, at local parks and at underserved areas in the City. Reported on staff activities such as hosting Northfield first graders, meeting regularly at Three Links, Mill Stream Commons and Village on the Cannon. Spoke about the upcoming Library Board Retreat and Library's mission. Thanked Council for support of the Library.

REGULAR AGENDA

6. [Ord. 989](#) Consider Ordinance Vacating Right of Way on Heywood Road.

City Planner Tempel introduced this item and answered questions posed by Council.

A motion was made by Council Member Colby, seconded by Council Member Ness, to approve the Second Reading of Ordinance No. 989 - Vacating Right of Way - Heywood Road. The motion carried by the following vote:

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

7. [Res. 2017-055](#) Consider Resolution Calling for a Public Hearing on Proposed Charter Amendment to Section 3.8 Subd. 2

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

Lance Heisler, 105 5th Str. E., Chair of Charter Commission, reviewed the proposed Charter amendment. Mr. Heisler referenced a 2002 comment made by then Mayor Covey regarding this section. Heisler noted the use of word "shall" throughout the beginning of 3.8. Noted the Mayor would have a great deal of discretion on how it is carried out and the Mayor decides what kind of report and how thorough it is. Stated right now there is no requirement of a report and that the provision hasn't been followed to the best of the Charter Commission's knowledge. Stated the proposed language doesn't prohibit the report from being done more often, but requires at least one time before the last day of the third year of the Mayor's term. Heisler noted there was good discussion at the Charter Commission and the proposed amendment received a unanimous recommendation from the Charter Commission. Mr. Heisler answered questions posed by the Council.

Victor Summa, 812 St. Olaf Ave., stated he was concerned and confused by C. Zweifel's remarks about the questions asked two weeks ago. Regarding implication that Charter Commission was short handed, he stated the City Council frequently votes without all members present. Hoped the Council might have questions relevant to the value of the proposal.

City Attorney Hood answered questions posed by the Council.

A motion was made by Council Member DeLong, seconded by Council Member Colby, to approve Resolution 2017-055 - Calling for a Public Hearing on Charter Amendments Proposed to be Adopted by Ordinance. The motion carried by the following vote:

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

9. [Res. 2017-057](#) Consideration of Final Plat Resolution for Hills of Spring Creek 8th Addition.

City Planner Tempel introduced this item and answered questions posed by Council.

A motion was made by Council Member DeLong, seconded by Council Member Ness, to approve Resolution 2017-057 - Approval of Final Plat of the Hills of Spring Creek 8th Addition. The motion carried by the following vote:

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

8. [Res. 2017-056](#) Consideration of Development Agreement Resolution for Hills of Spring Creek 8th Addition.

City Planner Tempel introduced this item and answered questions posed by Council.

A motion was made by Council Member Ness, seconded by Council Member DeLong, to approve Resolution 2017-056 - Approving the Development and Escrow Agreements Between the City of Northfield and Schmidt Endeavors, Inc. Related to the Hills of Spring Creek 8th Addition Final Plat. The motion carried by the following vote:

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

10. [17-895](#) Update on Community Solar Subscription Agreement options.

City Administrator Martig introduced this item and answered questions posed by Council. Finance Director Angelstad reviewed information related to this item and answered questions posed by Council.

Matt Rohn, 908 First Str. W., speaking as a volunteer of Northfield Area Community Solar (NASC). NASC has been working since 2013 to bring Solar Gardens and as much solar subscriptions to the area as possible. NASC formed as a result of Northfield Area Climate Summit where they found out how much climate change is already harming the area. NASC has helped procure a good proposal from Minnesota Community Solar. Noted they have carefully researched companies. Minnesota Community Solar has impressed them for many reasons including being a Minnesota, community oriented company. Supported Northfield subscribing some of its usage to Minnesota Community Solar. Urged Council to act on opportunity as soon as possible. Noted there are resources here with information on likely increase of rates, etc.

Carla Hansen, 416 6th Str. E., thanked staff for presentation. Noted she has volunteered for Northfield Area Community Solar group and the Northfield Energy working group, a subcommittee of the EQC. The Northfield Energy working group report summarized the 10 best CAP plans found from other communities. Noted many cities set an example by purchasing and supporting renewable energy. Urged Council

to purchase from Minnesota Community Solar. Subscribing only a portion of usage leaves opportunity for subscription with others in the future.

Mary Jo Christafaro, Chair of Northfield Area Community Solar, noted Minnesota Community Solar is working hard to extend deadline for us but have people waiting in the wings. Noted Northfield Area Community Solar is a community partner with Minnesota Community Solar and plan to share funds back to the community. Working with Jim Blaha to hopefully put subscriptions to low income properties. Questioned creating RFP process and the time that it will take when other companies could subscribe to what is left over. Noted Minnesota Community Solar is a local developer and it is important quality. Urged Council to move forward with subscription to Minnesota Community Solar.

Ben Ransom, ReneSola, St. Paul, MN, noted Great Plains Institute is great source to review proposals. Spoke regarding rates in Star Tribune article referenced by Councilor DeLong. The credit rate is based independently from what we are paying for general energy rates for commercial and residential. It is called "applicable retail rate" and is issued every year in February and is referenced in their proposal.

Council members noted questions and information for staff to address when this item comes back. City Administrator Martig reviewed recommended next steps.

Recess

The Council took a brief recess and resumed the meeting 7:45 pm.

11. [17-896](#) Review of Northfield Community Resource Center (NCRC) Senior Center Roof Repair Project.

Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council. City Administrator Martig answered questions posed by Council. Council members noted items for staff to address when this item comes back for action.

12. [Res. 2017-058](#) Consideration of Resolution Request Funding from MnDOT Through Municipal Agreement Program for TH 246 and Jefferson Parkway Roundabout Improvement Project.

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

Victor Summa, 812 St. Olaf Ave., noted many previous discussions about the intersection. Noted 8 lanes where pedestrians cross with vehicles. Stated roundabouts are intended for vehicles and doesn't understand this being described as a single lane.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve Resolution 2017-058 - Request Funding from Minnesota Department of Transportation Through the Municipal Agreement Program for the Trunk Highway 246 and Jefferson Parkway Roundabout Improvement Project. The motion carried by the following vote:

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

13. [17-897](#) Update on 2018-2019 Budget Development Process.

City Administrator Martig introduced this item and answered questions posed by

Council. Martig asked Council to provide feedback on budget development.

ADMINISTRATORS UPDATE

City Administrator Martig reported on the Independence Day fireworks. The City has received positive comments on the location and show. Thanked School District for allowing location and thanked staff for their efforts. Reviewed items on upcoming Council meeting next week. Staff is preparing for Night to Unite on August 1st. July 18 is the deadline to sign up. There are currently 13 registered. Noted Board/Commission vacancies on the Charter Commission, Human Rights Commission and Planning Commission. The deadline for applications is Friday, July 14. Candidate filing to fill the remaining one year term for Council Member At-Large will begin at 8 am August 1 and end at 5 pm on August 15.

14. [17-898](#)

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Ness - Reported on the Hospital Board meeting. Noted discussion on nursing home issue. Further discussion will take place at the July meeting. Attended CVB meeting at Northfield Inn, Northfield's newest B&B. Attended Ice Arena Task Force Meeting. The group is working on 3 options, upgrade and remodel existing facility, new separate facility, or adding 2nd sheet of ice at St. Olaf. Participated in the Laura Baker School Association golf tournament.

C. Peterson White - Has attended a variety of NAFRS meetings since last update. Noted Facility project process is proceeding. The JPA Board is working on formulating a process to unpack and respond to recommendations in the McGrath report. Attended EDA meeting and an EDA work session. The EDA has been reviewing the Business Subsidy Policy.

C. Zweifel - Attended GARE elected official cohort meeting. There will be monthly meetings through Fall. Also attended Resilient Cities meeting for Dakota County cities. Will share brochures. Met with Representative Bly to discuss Wild Parsnip and other noxious weeds. Representative Bly would like to have Northfield host a meeting similar to last year to talk about how to address Wild Parsnip and other noxious weeds. Reported on the Finance Subcommittee meeting. The group reviewed the budget calendar and a new quarterly report that will be coming to Council.

C. DeLong - Noted recent designation of Northfield as a good place to retire. Reported on activities of Age Friendly Survey Committee. Noted the Age Friendly Fundraising Committee isn't doing much fundraising and the Survey Committee needs funds for postage to send out surveys. The raw data needs to be collected before Carleton classes start so the Statistics Class at Carleton can aggregate the data. Looking for \$2,040 for postage for the survey. The group is requesting funds from the City.

C. Colby - Attended Charter Commission meeting. Noted that he and Judy Schotzko were seated and the new chair is Lance Heisler. Noted there are a variety of items being pursued. Met with Chief of Police. Stated training in Northfield is in good hands. Noted great attendance at Garden Club tour and many positive comments about Northfield. Asked Council to discuss attendance at the meeting next week.

Mayor Pownell - Asked members to send availability for the meeting next week to City Administrator Martig. Reported on EDA meetings, Resilient Communities meeting, and noted she has utilized information received twice today. Reported on Amy Repinski's meeting to gather information from community members on transit. Members learned about proposed expansion services, how to elevate and increase transit services, and about the increase in ridership. Noted there was a good group of diverse community members in attendance providing a broad base of input. There are plans for future meetings. Noted additional members are welcome. Noted the upcoming Intergovernmental Meeting on Wednesday, July 19 at Northfield Township.

ADJOURN

The meeting adjourned at 8:50 pm.