



# City of Northfield

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

## Meeting Minutes - Draft City Council

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Tuesday, August 8, 2017

6:00 PM

Council Chambers

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### 6:00 PM - REGULAR AGENDA CALL TO ORDER

*Mayor Pownell called the meeting to order at 6:02 pm.*

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

**Absent:** 1 - Council Member Brad Ness

### APPROVAL OF AGENDA

*Mayor Pownell noted the supplemental information.*

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

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

### APPROVAL OF MINUTES

1. [17-928](#)

**A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve the July 18, 2017 City Council Meeting Minutes. The motion carried by the following vote:**

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

### PRESENTATIONS

2. [17-929](#)

Northfield Downtown Development Corporation (NDDC) Presentation

*City Administrator Martig introduced this item. Jenni Roney, Executive Director Northfield Downtown Development Corporation, provided an update on activities for the first half of 2017. Ms. Roney reviewed items that the NDDC is researching and answered questions posed by Council.*

### CONSENT AGENDA

*City Administrator Martig introduced the items on the consent agenda.*

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

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

3. [17-930](#) Consider Approving Disbursements totaling \$1,684,562.93
4. [17-931](#) Consider Approval of Temporary Liquor License for Imminent Brewing, LLC for September 7-10, 2017.
5. [17-932](#) Consideration of Mayoral Appointments to Boards and Commissions.
6. [17-933](#) Summary Publication of Ordinance No. 991 Amending Northfield City Code Chapter 82 - Utilities related to Wastewater.
7. [Ord. 991](#) Consider Ordinance Amendment to Chapter 82 Utilities related to Wastewater

**The second reading of Ordinance No. 991 was approved.**

## OPEN PUBLIC COMMENTS

*David DeLong read a comment submitted by David Roberts, 2400 North Ave., regarding the Charter Commission being an independent commission to meet the needs of the citizens, the appointment process and the City Council following the Charter.*

*David DeLong, on behalf of Age Friendly Northfield Survey Committee, spoke regarding preparing for the aging population to live well. Noted many will live in their homes and communities if they have access to services. Spoke regarding the age shift of our citizens. Noted communities need to support seniors as they age. Handed out surveys to Council and staff and noted there will be collection boxes available at City Hall, the Library and the Senior Center. Noted surveys are also available online at: [agefriendlynorthfield.com](http://agefriendlynorthfield.com).*

*Pat Allen, 306 Woodley Str. E, urged Council to vote yes on solar subscription item. Noted solar was one of the items in the Mayors Energy Task Force report 10 years ago. This will reduce the City's carbon footprint as well as reduce the cost of energy. Thanked Council for commitment to the Climate Action Plan.*

*Victor Summa, 812 St. Olaf, spoke regarding the consent agenda board/commission appointments item. Noted there was an appointment to the Planning Commission due to Richard Schulte's resignation. Noted he was an outstanding member and questioned why there was no public discussion or comment on why he resigned.*

*Judy Code, 912 Highland Ave., spoke regarding the efforts, activities and initiatives of Northfield In Bloom over the last 10 years. Spoke regarding community groups that volunteer their time to assist staff. Concerned beautification efforts will not be sustained now or in the future due to the aging volunteer group. Northfield in Bloom recommends the City create a Horticulture Department to take care of horticulture and forestry and spoke about the things the department should do. Thanked staff for their assistance and efforts throughout the years.*

*Lynn Vincent, 414 Riley Dr., spoke on behalf of Beautify Northfield. Noted they anticipate support for arts & culture as well as beautification as the strategic plan is implemented. Asked that these items be included in each of the 6 areas of the plan.*

*Noted aesthetics is important to economic development.*

*Jon Denison, Northfield, requested members of the Council to provide an update on the hotel project. Stated it appears to be stalled with no apparent activity in the last 2 months. Spoke regarding development activities in Dundas.*

*Derek Meyers, 206 Woodley Str. E., spoke in support of the solar garden subscription. Stated he works for All Energy Solar that does solar installs and spoke regarding the reliability of solar. Noted there are 500 projects already installed that work beyond expectations in every case. Stated the City is investing in something that will be around for some time that will provide reliability in budgeting. Xcel rates will continue to increase, while the solar garden is a fixed pricing scheme.*

*Laura Meyers, 206 Woodley Str. E., spoke in support of Loon Liquors and the ordinance amendment related to Sunday hours at distilleries. Noted it will draw additional people to town to have them open the entire weekend along with the other businesses.*

## **PUBLIC HEARINGS AND RELATED ACTION**

### **8. [17-934](#) Public Hearing on Assessments for the 2017 Street Reclamation Project**

*Public Works Director/City Engineer Bennett introduced this item and read the assessment appeal process and noted one objection received from Douglas J. Oines, 1900 Sibley View Lane, that was included in the packet. Mr. Bennett answered questions posed by Council.*

*Victor Summa, 812 St. Olaf Ave., spoke regarding past discussions on this topic. Spoke regarding questions and stated answers cannot come from staff. Feels the questions should be addressed by the City Council.*

*Ken Klimisch, 901 Maple Street, spoke regarding payment required in full to avoid interest prior to the project starting. Stated he would like payment not due until after the project is done. Noted the first payment is due January 2018 and will have and a whole year of interest added.*

*Mayor Pownell asked staff to answer questions posed by the public. Public Works Director/City Engineer Bennett reviewed the project schedule. Engineering Manager Simonson answered questions posed related to the first payment and when interest starts to accrue. Noted payments are done biannually when taxes are due.*

*Mayor Pownell noted the Council can close the public hearing for all other properties, but can hold open for 1900 Sibley View Lane since the City has received an official objection, if the Council so chooses. City Attorney Hood noted the Council needs to pass upon the objection or hold the public hearing open for the property.*

**Mayor Pownell opened the public hearing at 6:43 pm.**

**A motion was made by Council Member Nakasian, seconded by Council Member Zweifel, to close the public hearing on assessments for the 2017 Street Reclamation Project, with the exception of holding open the hearing related to the objection at 1900 Sibley View Lane. The motion carried by the following vote:**

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

**No:** 1 - C. DeLong

**9. [17-935](#)****Public Hearing on Proposed Charter Amendment to Section 3.8 Subd. 2.**

*City Administrator Martig introduced this item. Charter Commission Chair Heisler provided information on the Charter Commission, the proposed amendment and answered questions posed by the Council.*

*At 7:43 pm, C. DeLong called for a point of order for germanness regarding C. Nakasian's comment. Mayor Pownell called on C. Nakasian. C. Nakasian explained her point.*

*Victor Summa, 812 St. Olaf Ave., spoke regarding the hearing process and Council questions to the Charter Commission Chair when it should be a time for the public to comment. Stated the amendment specifies what is already in the Charter and is required. Spoke regarding the Mayor being invited to study and speak regarding the amendment. Suggested the Charter Commission should take the amendment to the public.*

*Mayor Pownell reminded those in attendance of the Northfield City Council rules of decorum and asked all present to refrain from making comments about others statements and to keep the comments on the topic at hand.*

*Don McGee, 710 Highland Ave., noted one group that is not treated with respect is chairpersons of commissions. Spoke regarding a previous incident related to City funds missing. Spoke regarding the council taking the responsibility to make sure this is followed. Reference Section 9 and all the financial responsibilities. Stated this amendment gives guidance on how to follow those responsibilities.*

*Jon Denison, Northfield resident and member of the Charter Commission, noted this whole section of Northfield's Charter is unique amongst other charter cities. Asked if Council votes the amendment down, he would like input from the Council as to what should be in Charter regarding this section. Stated he is not comfortable without further language that gives Council the same power. He would appreciate feedback from the Council.*

*Todd Bornhauser, 1202 Bluestem Court, spoke regarding the negative tone of the amendment. Noted the City has a financial audit every year that highlights what is happening in the Finance Dept., the pros and cons and things that need to be changed. It seems every 3rd year the Mayor would order an operational audit of the organization, Council and City Administration, to identify issues and recommendations they would note. Spoke regarding issues with previous Mayors and seems an impartial third party to evaluate the City every three years would be money well spent.*

**Mayor Pownell opened the public hearing at 7:26 pm.**

**A motion was made by Council Member Nakasian, seconded by Council Member Colby, to close the public hearing at 8:04 pm. The motion carried by the following vote:**

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

**REGULAR AGENDA****Recess**

*The City Council took at five minute recess at 8:04 pm.*

10. [Res. 2017-060](#) Consider Resolution Awarding Bid from the Sale of \$945,000 General Obligation Improvement Bonds, Series 2017A

*Mayor Pownell noted the number of items left on the agenda and asked people to consider a spokesperson or two for comments and asked the Council to also consider this when making comments.*

*Finance Director Angelstad introduced this item. Nick Anhut, Ehlers & Associates, provided information on the bond sales, noted the favorable rates allowing the City to issue \$945,000 rather than the previously noted \$970,000 General Obligation Improvement Bonds and answered questions posed by Council.*

**A motion was made by Council Member Nakasian, seconded by Council Member Zweifel, to approve Resolution 2017-060 - Providing for the Issuance and Sale of \$945,000 General Obligation Improvement Bonds, Series 2017A. The motion carried by the following vote:**

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

11. [Res. 2017-061](#) Consider Resolution Awarding Bid from the Sale of \$465,000 Taxable General Obligation Tax Increment Refunding Bonds, Series 2017B

**A motion was made by Council Member Nakasian, seconded by Council Member Colby, to approve Resolution 2017-061 - Awarding the Sale of \$460,000 Taxable General Obligation Tax Increment Refunding Bonds, Series 2017B; Fixing Their Form and Specifications; Directing Their Execution and Delivery; and Providing for Their Payment. The motion carried by the following vote:**

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

12. [Res. 2017-062](#) Consider Resolution Approving Solar Garden Subscription Agreement with CF Novel Solar Gardens Five, LLC.

*Finance Director Angelstad and City Administrator Martig provided information on this item.*

*Mayor Pownell asked Councilmembers to limit questions to 5 per member. There were no objections nor any questions.*

*Mayor Pownell asked those that signed up to speak to consider to have one spokesperson speak for the group. Noted anyone that wanted to speak for themselves could do so.*

*Beth Kallestad, 755 Lathrop Drive, speaking on behalf of those that were in attendance (9 people stood at the podium with Ms. Kallestad), spoke in support of the agreement. Spoke regarding report on global warming and major rain fall effects in Northfield area. Important that we all do what we can. Noted her personal subscription to community solar. Noted solar on First United Church of Christ and that they have also signed up for community solar. Stated support for saving money for the City.*

*Elizabeth Penny, 31250 Sciota Trail, spoke regarding frequency and consistency of flooding events. Noted the weather phenomenon is an example of extreme weather caused by human produced green house gases. Spoke in support of agreement. Noted the City can set a precedent for our peers while ensuring a healthier planet for younger generations.*

Mayor Pownell noted eComments in support of the Solar Garden Subscription received from:

Cynthia Carau, 1112 Lupine Drive, Janet Petri, 209 Manitou Street, and Paul Zorn, 209 Manitou Street.

**A motion was made by Council Member Nakasian, seconded by Council Member Colby, to approve Resolution 2017-062 - Approving Solar Garden Subscription Agreement With CF Novel Solar Gardens Five, LLC. The motion carried by the following vote:**

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

**No:** 1 - C. DeLong

- 13. Res. 2017-063** Consider Approving a Resolution authorizing the City Administrator to provide certain non-union employees of the City of Northfield an additional step in the Base Pay Schedule in 2018.

**A motion was made by Council Member DeLong, seconded by Council Member Peterson White, to postpone Resolution 2017-063 - Authorizing the City Administrator Compensate Certain Non-Union Employees of the City of Northfield Placed at Grades S through W with an Additional Step as part of the Implementation of the Job Classification and Compensation Study until August 22, 2017. The motion carried by the following vote:**

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

- 14. [17-936](#)** Consider Adoption of Strategic Plan Summary (2018-2020).

*City Administrator Martig introduced this item.*

**A motion was made by Council Member Colby, seconded by Council Member Peterson White, to approve the Strategic Plan Summary (2018-2020). The motion carried by the following vote:**

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

**No:** 1 - C. DeLong

- 15. Ord. 992** Consider Ordinance Amendment to Chapter 6 Alcoholic Beverages related to Sunday liquor sales.

*City Clerk Little introduced this item.*

*Violet Brown, Loon Liquors employee, thanked Council for consideration of this item. Noted this provision is similar to regulations for taprooms and that other cities have adopted. Noted increased interest in Loon Liquors and additional jobs that have been added. Hoping to continue to contribute to the community by supporting local farms and businesses.*

*Todd Bornhauser, President Northfield Area Chamber of Commerce, spoke in support of the Ordinance amendment.*

*Peter Swift, 206 Madison Str S., stated it is imperative for a small town to actively support local people that are taking the initiative to expand their business. Spoke in*

*support of this item.*

**A motion was made by Council Member DeLong, seconded by Council Member Nakasian, to approve the First Reading of Ordinance No. 992 - Amending Chapter 6 - Alcoholic Beverages of the City Code Related to Special Sunday On-Sale License. The motion carried by the following vote:**

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

#### **Extend Meeting**

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

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

**No:** 1 - C. DeLong

#### **16. [17-937](#)**

Update on Northfield Area Fire & Rescue Project.

*City Administrator Martig introduced this item and reviewed proposed design elements for the project.*

#### **Extend Meeting**

**A motion was made by Council Member Peterson White, seconded by Council Member Nakasian, to extend the meeting an additional 10 minutes. The motion carried by the following vote:**

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

**No:** 1 - C. DeLong

#### **17. [17-938](#)**

Review of Proposed Public Art Policy.

*Director of Library & IT Services Jensen introduced this item. Chair Bonnie Jean Flom provided a brief update on Arts & Culture Commission projects and Vice Chair Mark Gleason reviewed the proposed policy. City Administrator Martig answered questions posed by Council.*

**During the presentation, a motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to extend the meeting an additional five minutes. The motion carried by the following vote:**

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

**No:** 1 - C. DeLong

#### **ADJOURN**

**The meeting adjourned at 9:30 pm.**