



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, December 4, 2018

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

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

Present: 7 - Council Member Greg Colby, 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

APPROVAL OF AGENDA

Mayor Pownell noted the items in the supplemental memos.

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

Yes: 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

APPROVAL OF MINUTES

1. [18-590](#) November 20, 2018 City Council Meeting Minutes.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve the November 20, 2018 City Council Meeting Minutes. The motion carried by the following vote:

Yes: 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

CONSENT AGENDA

City Administrator Martig introduced the items on the consent agenda.

A motion was made by Council Member Nakasian, seconded by Council Member Colby, to approve the Consent Agenda. The motion carried by the following vote:

Yes: 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

2. [Res. 2018-125](#) Consider approving designation of City of Northfield polling places for 2019.
3. [18-591](#) Consider Approving Disbursements totaling \$1,875,440.23.
4. [Res. 2018-126](#) Consider Adopting Schedule for 2019 City Council Meetings

5. [Res. 2018-127](#) Consider Retaining Statutory Tort Limits and Not Purchasing Excess Liability Insurance.

OPEN PUBLIC COMMENTS

Angelo Perez and Sam Ryden, Mayors Youth Council members. Perez noted he is the chair of the MYC City Council relations subcommittee. One of their goals is to deepen the relationship with the City Council. They would like to extend an invitation to the Council to join them in brainstorming how to deepen communications with the Council.

PUBLIC HEARINGS AND RELATED ACTION

6. [18-592](#) Public Hearing on the 2019 Budget and Tax Levy.

Mayor Pownell declared the public hearing open at 6:07 pm.

City Administrator Martig and Finance Director Angelstad provided information on the 2019 Budget and Tax Levy. City Administrator Martig, Public Works Director/City Engineer Bennett and Finance Director Angelstad answered questions posed by Council.

Pat Johnson, 44 Jefferson Lane, stated budget is overwhelming. Stated her taxes went up 13% this year and next year are proposed to go up 12%. Stated Senior Citizens cannot afford taxes. Stated development is way down and there is no growth in Northfield. Feels the City may need to subsidize developers in the future. Spoke regarding the size of the Inspection Department and asked how we can save money.

Doug Oines, 1900 Sibley View Lane, spoke regarding the increase in his taxes and home valuation. Stated that over an eight year period city taxes have increased a significant amount over the valuation and at a higher rate than the consumer price index during this same time.

A motion was made by Council Member Nakasian, seconded by Council Member Colby, to close the public hearing at 7:30 pm. The motion carried by the following vote:

Yes: 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

REGULAR AGENDA

7. [Res. 2018-128](#)

Consider Resolution approving a Family and Parental Leave Policy.

Human Resources/Communications Director introduced this item, reviewed the two proposed options, and answered questions posed by Council.

A motion was made by Council Member Peterson White, seconded by Council Member Zweifel, to approve Resolution 2018-128 - Approving Paid Family and Parental Leave Option 2 as a Council Administrative Policy for the City of Northfield, Minnesota. The motion carried by the following vote:

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

No: 3 - C. Colby, C. DeLong, and C. Ness

8. [Res. 2018-129](#) Consider Adopting the 2018/Payable 2019 HRA Tax Levy.

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve Resolution 2018-129 - Adopting the 2018 / Payable 2019 HRA Tax Levy. The motion carried by the following vote:

Yes: 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

9. [Res. 2018-130](#) Consider Adopting the 2018/ Payable 2019 EDA Tax Levy

A motion was made by Council Member Nakasian, seconded by Council Member Colby, to approve Resolution 2018-130 - Adopting the 2018 / Payable 2019 EDA Tax Levy. The motion carried by the following vote:

Yes: 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

10. [Res. 2018-131](#) Consider Adopting the 2018 / Payable 2019 Tax Levy.

Finance Director Angelstad noted based on passage of option 2 of the Family and Parental Leave Policy, the 4.9% levy option would be needed.

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve Resolution 2018-131 - Adopting the 2018 / Payable 2019 Tax Levy - 4.9%. The motion carried by the following vote:

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

No: 3 - C. Colby, C. DeLong, and C. Ness

11. [Res. 2018-132](#) Consider Adopting the 2019-2023 Capital Improvement Plan (CIP).

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve Resolution 2018-132 - Adopting the 2019 to 2023 Capital Improvement Plan. The motion carried by the following vote:

Yes: 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

12. [Res. 2018-133](#) Consider Approving the 2019-2023 Capital Equipment Plan (CEP).

A motion was made by Council Member Ness, seconded by Council Member Zweifel, to approve Resolution 2018-133 - Adopting the 2019 to 2023 Capital Equipment Plan (CEP). The motion carried by the following vote:

Yes: 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

13. [Res. 2018-134](#) Consider Adopting the Final 2019 Budget.

A motion was made by Council Member Zweifel, seconded by Council Member Peterson White, to approve Resolution 2018-134-Adopting the 2019 Budget - 4.9%. The motion carried by the following vote:

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

No: 3 - C. Colby, C. DeLong, and C. Ness

14. [Ord. 999](#) Consider Ordinance for Proposed Charter Amendment to Section 3.8 Subd. 2.

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

Lance Heisler, Chair of the Charter Commission. Spoke in favor of the amendment. Stated the Charter Commission views this amendment as a proactive measure and stated operational audits can be tailored very specifically to each issue. Feels the amendment fits into the strategic plan area of operational effectiveness. Asked Council to adopt the amendment to try it and noted if it does not work it can be amended. Asked if the amendment does not pass to let the Charter Commission know what they can do to improve the amendment.

A motion was made by Council Member Colby, seconded by Council Member Ness, to approve the First Reading of Ordinance No. 999 - Amending Chapter Three of the Northfield City Charter Section 3.8. The motion failed by the following vote:

Yes: 4 - C. Colby, C. Ness, C. Zweifel, and Mayor Pownell

No: 3 - C. DeLong, C. Nakasian, and C. Peterson White

ADMINISTRATORS UPDATE

15. [18-593](#) City Administrator's Update.

City Administrator Martig spoke regarding the budget and thanked staff for their work. He noted staff will move forward with additional positions. Noted the City received MnDOT Bridge Bond funds for Spring Creek Road Bridge project. Will have more discussion in the future. Noted Community Development Director Mitzi Baker started today. Interim Director Mike Ericson will be here through next Wednesday working on transition. Human Resources Department has been busy with staffing. Brian Whitt has been hired as the Liquor Operations Manager and will start on December 17. Rick Whitney has been hired as the new Wastewater Treatment Plant Supervisor. Noted Winter Walk on Thursday. Northfield has been named as one of the five best small towns in Minnesota. The winner will be announced at an event on Wednesday night.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Ness - Reported on the Hospital Board meeting. Noted the Hospital is in a strong financial position and will be moving forward with the building project. This will be brought back to Council for approval.

C. Zweifel - Noted the Climate Action Plan Advisory Board meeting tomorrow night. The focus groups are continuing to meet. Anyone interested in assisting or wanting additional information should contact Wanda Playter. Noted there will be 2020 budget requests. Attended the Wellhead protection meeting and noted Well #2 needs to be replaced. This well spans both aquifers. The Water Use Plan will be coming to the Council in the future. Reported on the EQC meeting. The group talked about the loss of 150 trees in the storm. Noted there was no current source for tree replacement. There is interest in finding funding source.

C. Nakasian - No report.

C. Peterson White - Encouraged people to come to Winter Walk on Thursday.

C. Colby - Attend Charter Commission meeting. Noted there was discussion on what constitutes an unexcused absence and the duties of a commissioner.

C. DeLong - No report.

Mayor Pownell - Reported on the Hospital Board meeting and Council Employment Committee meeting. Noted the City Administrator Review process will be on the Council agenda on January 15. Spoke regarding Board/Commission interviews and noted over 50 people have applied. Many of the applicants are long term residents and have served elsewhere in the community, but are now wanting to serve on a City board. Appointments will be on the January 8 Council agenda.

ADJOURN

A motion was made by Council Member Colby, seconded by Council Member Ness, to adjourn the meeting at 8:07 pm. The motion carried by the following vote:

Yes: 7 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell