



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, July 21, 2020

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 David DeLong, Council Member Clarice Grabau, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Jessica Peterson White, Council Member Erica Zweifel, and Mayor Rhonda Pownell

20-394 Recognition of Chief Nelson

Mayor Pownell and Council recognized Police Chief Nelson and thanked him for his service. Family, friends and co-workers also participated in the virtual meeting recognizing Nelson. City Administrator Martig noted the upcoming retirement celebration for Chief Nelson on Friday, July 31 at 2 pm at Sechler Park.

C. Nakasian arrived at 6:12 pm.

APPROVAL OF AGENDA

Mayor Pownell noted the supplemental memos.

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

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

1. [20-376](#) Information on How to Provide Public Input and Watch the Meeting During the Pandemic.

APPROVAL OF MINUTES

2. [20-377](#) July 7, 2020 City Council Meeting Minutes.

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve the July 7, 2020 City Council Meeting Minutes. The motion carried by the following vote:

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

CONSENT AGENDA

City Administrator Martig introduced the items on the consent agenda and noted the easement actions complete the process started in April.

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

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

3. [Ord. 1011](#) Consider Ordinance Vacating an Easement in River Lot 11 of the State Sub-Division and a Drainage and Utility Easement in Lot 5 of The Crossing of Northfield.
4. [20-378](#) Consider Summary Publication of Ordinance No. 1011 Vacating Easements in River Lot 11 on State Sub-Division and a Drainage and Utility Easement over Lot 5 of The Crossings of Northfield.
5. [20-379](#) Consider Approving Easement Agreement with Premier Bank for utility easement on Lot 4 Block 1 of The Crossings of Northfield.
6. [20-380](#) Consider Adopting the Racial Equity Action Plan.
7. [20-381](#) Consider Approving Disbursements totaling \$1,501,546.03.
8. [20-382](#) Consider Approving Mayoral Board/Commission Youth Appointments.

OPEN PUBLIC COMMENTS

None

PUBLIC HEARINGS AND RELATED ACTION

9. [20-383](#) Public Hearing for Tax Increment Financing Request by Three Rivers Community Action.

Mayor Pownell opened the public hearing at 6:21 pm. Economic Development Coordinator Carlson introduced this item and reviewed the project, history, TIF request, request for 4.5 acres from the HRA, site location, type of housing, and schedule of events. Nick Anhut, Ehlers & Associates, reviewed the tax increment financing, public hearing, fiscal impact analysis, upcoming TIF Assistance Agreement for future approval, existing tax increment districts noting that 2.7% of the City's gross tax base is captured within existing TIF districts in 2020, details regarding the maximum term (2023 to 2047), budget for the TIF District, support of up to \$1.58 million with 90% budgeted for affordable housing assistance and 10% retained for local expenses, details in the but for analysis, estimated project pro forma, alternative considerations, and future actions needed. Anhut answered questions posed by Council.

Mayor Pownell read the public comment received from Doug Oines, 1900 Sibley View Lane, speaking against future development in southeast Northfield until a transportation study is completed and agreement to follow the study. Asked Council to consider developing affordable housing in other sections of the City.

A motion was made by Council Member Nakasian, seconded by Council Member Grabau, to close the Public Hearing at 6:48 pm. The motion carried by the

following vote:

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

10. [Res. 2020-065](#) Resolution to Approve Tax Increment Financing TIF Plan and District Boundaries for Housing TIF.

A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve Resolution 2020-065 - Approving the Modification of the Development Program for Southbridge Development District, Establishing a Tax Increment Financing District, and Approving a Tax Increment Financing Plan Therefor (Spring Creek II Project). The motion carried by the following vote:

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

11. [20-384](#) Public Hearing on Proposed Charter Amendment to Section 15.2.

Mayor Pownell opened the public hearing open at 6:55 pm. City Administrator Martig introduced this item and reviewed the proposed changes. Charter Commission Chair Lance Heisler reviewed the changes, why the changes were proposed noting not trying to fix a problem, but calling attention to a very important document. Heisler noted he reviewed oaths from other city's, and doesn't feel the changes are inconsistent with any state or federal laws. Heisler answered questions posed by Council.

There was no public input.

A motion was made by Council Member Peterson White, seconded by Council Member Nakasian, to close the Public Hearing at 7:11 pm. The motion carried by the following vote:

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

REGULAR AGENDA

12. [Ord. 1014](#) Consideration of Ordinance Amending Section 2-26 of City Code Relating to 2021 and 2022 Mayor and City Council Compensation.

City Administrator Martig introduced this item.

A motion was made by Council Member Peterson White, seconded by Council Member Zweifel, to approve the Second Reading of Ordinance No. 1014 - Amending Section 2-26 of City Code Relating to Council Compensation. The motion carried by the following vote:

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

No: 1 - C. DeLong

13. **Ord. 1015** Consider Ordinance Amending to Section 15.2 of the Northfield City Charter.

A motion was made by Council Member DeLong, seconded by Council Member Ness, to approve the First Reading of Ordinance No. 1015 - Amending Section 15.2 of the Northfield City Charter. The motion failed by the following vote:

Yes: 3 - C. DeLong, C. Ness, and Mayor Pownell

No: 4 - C. Grabau, C. Nakasian, C. Peterson White, and C. Zweifel

14. [Ord. 1016](#)

Consideration of Emergency Ordinance Requiring Facial Coverings/Masks for Indoor Buildings within the City of Northfield in an Effort to Reduce the Spread of COVID-19.

City Administrator Martig introduced this item and reviewed the latest science affirming that cloth face coverings are a critical tool in the fight against COVID-19 that could reduce the spread of the disease particularly when used universally within communities, noted DOH officials stated there may be a need to dial back if rates continue to increase, reviewed past actions from July 7th, and spoke about the anticipated statewide action related to facial covering mandate, timelines, and noted the emergency ordinance would end with the emergency declaration or with any statewide Governor's actions on face coverings. City Administrator Martig, City Attorney Hood and Deputy Chief Elliott answered questions posed by Council.

A motion was made by Council Member Nakasian, seconded by Council Member Zweifel, to approve Emergency Ordinance No. 1016 - Requiring Face Coverings in Indoor Spaces of Public Accommodation with an amendment to Section 2 A xiv. to read: Individuals at places of worship are not required to wear face coverings when seated if they can maintain a distance of at least (6) feet from other households, but must wear face coverings when walking to or from their seat and while standing in or walking through public areas, such as lobbies and restrooms. The motion carried by the following vote:

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

ADMINISTRATORS UPDATE

Martig reported on the special session police reform bill that passed. Staff is looking at Cares Act Funding. Noted that Library/IT Director Jensen has announced retirement at the end of 2020.

15. [20-386](#)

City Administrator's Update.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Grabau - none

C. Ness - none

C. Zweifel - Reported on the EQC meeting. The EQC discussed the accepted tree list and will be coming to Council on August 18. The EQC also passed a resolution of support for Beth Kallestad's position. City Administrator Martig noted the August 18 meeting is a budget work session and that the accepted tree list will be on the September 1 agenda.

C. DeLong - none

C. Peterson White - none

C. Nakasian - none

Mayor Pownell - Noted Cares Act Funding will include council members to discuss how this will come back to Council. Members were asked to let her know if they are interested in being involved.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Nakasian, to adjourn the meeting at 8:35 pm. The motion carried by the following vote:

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