



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, July 14, 2020

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:03 pm.

Present-6- Council Member David DeLong, Council Member Clarice Grabau, Council Member Brad Ness, Council Member Jessica Peterson White, Council Member Erica Zewifel and Mayor Rhonda Pownell

Absent- Council Member Suzie Nakasian

REGULAR AGENDA

1. [20-370](#) Presentation on City Emergency Operations Plan and Rice County All Hazard Mitigation Plan.

Chief of Police Nelson presented an overview for the presentation including EOP overview, EOP revision, Hazard Mitigation Plan and Council Members response and responsibilities for Emergency Operations. Deputy Chief of Police Elliott presented the EOP updates and EOP Plan overview. Nelson presented on Hazard Mitigation Plan, Role of the Mayor, Role of the Council and Role of City Administrator. Nelson reviewed Incident Examples which included COVID-19 Pandemic. City Attorney Hood answered questions posed by Council. Chief Nelson and Deputy Elliott answered additional questions posed by Council.

2. [20-371](#) Discussion of Utility Franchise Fees for Gas and Electric.

Discussion of Utility Franchise Fees for Gas and Electric was removed from the 7/14/2020 agenda.

3. [20-372](#) Review of 2021-2022 Budget; includes personal services and debt service preliminary summaries.

Finance Director Angelstad presented the review of 2021-2022 Budget; includes personal services and debt service preliminary summaries. Angelstad mentioned budget time again, will be presenting on kick off "big picture" and high level for the pre-budget. Angelstad presented the 2021-2022 budget timeline, "Big Picture" Reviews & Levy Implications which included LGA impact scenarios-alternatives later, existing debt forecast and existing personal services forecast, fund balances including the General Fund and 2021 Staffing Budget Requests. Angelstad presented on next steps which will be at the August Work Session. This meeting will include Council requests, Department & Advisory Board Highlights and Project Prioritization. Angelstad also reviewed September timelines gearing up for the final budget approval. Angelstad answered questions posed by Council.

4. [20-373](#)**Discussion of Coronavirus Relief Fund Program Expenditures.**

City Administrator Martig verbally presented an update on coronavirus relief fund program. Martig explained the process, requirements and amounts outlined in the Coronavirus Relief Fund. (CRF) Martig discussed time lines for upcoming funding's and noted it is extremely important to track expenses. Finance Director Angelstad mentioned information she obtained during a recent webinar on Federal Emergency Management Agency (FEMA) and Cares Act Funding. Martig and Angelstad answered questions posed by Council. City Councilors provided suggestions and feed back on what they would like to see. Martig noted the City will rely on Community Partners. Room for further engagement and additional options will be brought back to Council at a later date.

ADJOURN

A Motion was made by Council Member Ness seconded by Council Member Grabau to adjourn the meeting at 8:50 pm. The motion carried by the following vote:

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