



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, November 17, 2020

6:00 PM

goToMeeting

6:00 PM - REGULAR AGENDA CALL TO ORDER

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

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

APPROVAL OF AGENDA

Mayor Pownell noted the items in Supplemental Agenda Background Memo No. 1.

A motion was made by Council Member Grabau, seconded by Council Member Ness, 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. [20-592](#) Information on How to Provide Public Input and Watch the Meeting During the Pandemic.

PRESENTATIONS

2. [20-593](#) Presentation Update on Economic Development Authority

Economic Development Coordinator Nate Carlson gave an update on the Economic Development Authority's work in 2020. The presentation detailed the responsibilities of the EDA, the 2021 proposed budget and projects completed within the past year.

3. [20-594](#) Presentation Update on Housing and Redevelopment Authority

Housing Coordinator Melissa Hanson presented an update on the Northfield Housing and Redevelopment Authority's work in 2020. The presentation detailed the responsibilities of the HRA, the 2021 proposed budget and projects completed within the past year.

4. [20-595](#) Presentation on the proposed Riverfront Enhancement Action Plan

Community Development Director Mitzi Baker presented the proposed Riverfront Enhancement Action Plan. Co-Chair of the Riverfront Enhancement Committee Tracy Davis Heisler commented on the Plan. Baker and Heisler answered questions from the Council.

5. [20-596](#) Present Draft Report of Storm Water Management Plan Modeling Update.

Public Works Director/City Engineer David Bennett and Tim Olson, Bolton & Menk,

presented the Storm Water Management Plan Modeling Update. Bennett and Olson answered questions from the Council.

CONSENT AGENDA

City Administrator Martig introduced the consent agenda.

A motion was made by Council Member Grabau, seconded by Council Member Ness, 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

6. [Res. 2020-108](#) Consider Retaining Statutory Tort Limits
7. [20-597](#) Consideration of Subrecipient Agreement for the Dakota County Community Development Block Grant (CDBG) Program.
8. [20-598](#) Consider Approving Disbursements totaling \$483,428.97
9. [20-599](#) Consideration of NDDC Service Contract (2021-2023).
10. [20-600](#) Consider Approval of November 10, 2020 City Council Meeting Minutes.

OPEN PUBLIC COMMENTS

Galen Malecha, 1607 Pheasantwood Trail, addressed the Council with concerns regarding the Defeat of Jesse James Committee and the Riverfront Enhancement Action Plan.

PUBLIC HEARINGS AND RELATED ACTION

11. [20-601](#) Public Hearing to certify 2020 Delinquent bills.

Mayor Pownell declared the public hearing open at 7:23 p.m. City Administrator Martig presented information on certifying the 2020 delinquent bills. Martig answered questions from the Council.

A motion was made by Council Member Grabau, seconded by Council Member Ness, to close the public hearing at 7:28 p.m. 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

12. [Res. 2020-109](#) Consider certifying delinquent charges to taxes payable 2021.

City Administrator Martig answered questions from the Council.

A motion was made by Council Member Grabau, seconded by Council Member Ness, to approve Resolution No. 2020-109 Certifying Delinquent Charges to Taxes Payable 2021. 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

Recess

Council recessed at 7:31 p.m. Council meeting resumed at 7:37 p.m.

REGULAR AGENDA

13. Ord. 1017 Consider Ordinance Implementing Gas Service Franchise Fee.

City Administrator Martig introduced the item. eComments and emailed comments were received on this item. Martig stated the amended Ordinance should be approved as a first reading as amended and added to the December 1, 2020 agenda as a second reading. Martig and City Clerk Little answered questions from the Council.

A motion was made by Council Member Ness, seconded by Council Member DeLong, to approve the first reading of Ordinance No. 1017 Ordinance Implementing a Gas Service Franchise Fee on Northern States Power Company, a Minnesota Corporation, D/B/A Xcel Energy, its Successors and Assigns, for Providing Gas Service within the City of Northfield as amended in Section 1; Subd. 1(b) with the addition of the sentence "No more than eight percent (8.0%) of the annual revenues collected up to a cumulative annual \$100,000 collected, pursuant to Ordinance 1017 and 1018, may be used for climate action projects." 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

14. Ord. 1018 Consider Ordinance Implementing Electric Service Franchise Fee.

City Administrator Martig introduced the item. eComments and emailed comments were received on this item.

A motion was made by Council Member Ness, seconded by Council Member DeLong, to approve the first reading of Ordinance No. 1018 Ordinance Implementing an Electric Service Franchise Fee On Northern States Power Company, a Minnesota Corporation, D/B/A Xcel Energy, its Successors And Assigns, for Providing Electric Service within the City of Northfield as amended in Section 1; Subd. 1(b) with the addition of the sentence "No more than eight percent (8.0%) of the annual revenues collected up to a cumulative annual \$100,000 collected, pursuant to Ordinance 1017 and 1018, may be used for climate action projects." 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

15. [20-602](#) Consider Summary Publication of Ordinance No. 1017 Implementing a Gas Service Franchise Fee on Northern States Power Company, a Minnesota Corporation, D/B/A Xcel Energy, Its Successors and Assigns, for Providing Gas Service within the City of Northfield.

City Administrator Martig noted a full copy of the amended ordinance will be posted on the City website.

A motion was made by Council Member Ness, seconded by Council Member Zweifel, to approve the summary publication of Ordinance No. 1017 Ordinance Implementing a Gas Service Franchise Fee on Northern States Power Company,

a Minnesota Corporation, D/B/A Xcel Energy, its Successors and Assigns, for Providing Gas Service within the City of Northfield. 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

16. [20-603](#)

Consider Summary Publication of Ordinance No. 1018 Implementing an Electric Service Franchise Fee on Northern States Power Company, a Minnesota Corporation, D/B/A Xcel Energy, Its Successors and Assigns, for Providing Electric Service within the City of Northfield.

City Administrator Martig noted a full copy of the amended ordinance will be posted on the City website.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve the summary publication of Ordinance No. 1018 Ordinance Implementing an Electric Service Franchise Fee On Northern States Power Company, a Minnesota Corporation, D/B/A Xcel Energy, its Successors And Assigns, for Providing Electric Service within the City of Northfield. 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

17. [Res. 2020-110](#)

Consider Resolution Establishing Utility Franchise Fee Refund Program.

This item was moved to the December 1, 2020 agenda for consideration.

18. [Res. 2020-111](#)

Consider Resolution Adopting Land Acknowledgement Statement.

Program Coordinator Beth Kallestad introduced the item. Human Rights Commission Member Mar Valdecantos, 6 Fareway Drive, addressed the Council regarding this item. Kallestad answered questions from the Council. eComments and emailed comments were received on this item.

A motion was made by Council Member Ness, seconded by Council Member DeLong, to approve Alternative No. 2 for Resolution No. 2020-111 for Adoption of Land Acknowledgement Statement. 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

Extend Meeting

A motion was made by Council Member Grabau, seconded by Council Member Nakasian, to extend the meeting until all items are finished. The motion carried by the following vote:

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

No: 1 - C. Ness

18. [Res. 2020-111](#) Consider Resolution Adopting Land Acknowledgement Statement.

A motion was made by Council Member Grabau, seconded by Council Member Peterson White, to approve Resolution No. 2020-111 for Adoption of Land Acknowledgement Statement as originally presented. The motion carried by the following vote:

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

No: 3 - C. DeLong, C. Ness, and Mayor Pownell

Amend Agenda

City Administrator Martig asked for the Labor Contract item to be before the Budget item. Council Member DeLong raised a point of order and asked for a vote to amend the agenda.

A motion was made by Council Member DeLong, seconded by Council Member Ness, to amend the agenda moving item 20 Consider approval of 2021 Sergeants labor agreement and memorandums of understand before item 19 Consideration of 2021-2022 intended budget and levy. 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

20. [Res. 2020-112](#) Consider approval of 2021 Sergeants labor agreement and memorandums of understanding.

Communications and Human Resources Director Michelle Mahowald introduced the item.

A motion was made by Council Member DeLong, seconded by Council Member Ness, to approve Resolution No. 2020-112 Approving Labor Agreement and Memorandums of Understanding between the City of Northfield and Law Enforcement Labor Services, Inc.(Sergeants Unit). 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

19. [20-604](#) Consideration of 2021-2022 intended budget and levy.

City Administrator Martig introduced the item and answered questions from the Council.

A motion was made by Council Member Grabau, seconded by Council Member Zweifel, to give direction to staff to present Option A: Full use of available reserves \$260K (includes allocations to Police Wellness Equipment, Diversity Equity Inclusion, Riverfront Enhancement, Comprehensive Plan & Parks Consulting) with a levy increase at 3.7% for the December 1, 2020 Budget and Levy Public Hearing. The motion carried by the following vote:

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

No: 2 - C. DeLong, and C. Ness

ADMINISTRATORS UPDATE**21. [20-606](#)**

City Administrator Martig updated the Council on the Archer House fire. Staff is working with businesses impacted and the hotel owners on redevelopment options.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. DeLong - Requested an update on the summons/complaint on 7th Street.

ADJOURN

A motion was made by Council Member Grabau, seconded by Council Member Ness, to adjourn the meeting at 9:45 p.m. 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