



# 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, June 1, 2021

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 6:04 p.m.*

**Present:** 7 - Council Member Clarice Grabau, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Jessica Peterson White, Mayor Rhonda Pownell, Council Member Jami Reister, and Council Member George Zuccolotto

### APPROVAL OF AGENDA

*Mayor Pownell noted additional information included in Supplemental Agenda Background Memorandums No. 1 and No. 2.*

**A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve the agenda moving Item 14. 21-319 Consider Financial Assistant Request for Community Action Center (CAC) Hillcrest Development to after Item 15. Res. 2021-052 Approve the Northfield Fire Relief Association request for fire relief pension benefits. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

### APPROVAL OF MINUTES

1. [21-311](#) Consider Approval of May 18, 2021 City Council Meeting Minutes.

**A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve the May 18, 2021 City Council meeting minutes. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

### PRESENTATIONS

2. [21-312](#) Presentation of Northfield Hospital and Clinics 2020 Audit.

*Administrator Martig introduced the item and introduced Rob Schlie, Clifton Larson Allen. Schlie presented the 2020 Northfield Hospital & Clinics (NH+C) financial results. NH+C's Chief Executive Officer Steve Underdahl and Chief Financial Officer Scott Edin were present. Schlie answered questions from the Council.*

3. [21-313](#) Presentation of Northfield Youth Baseball Association Interest in Baseball and Softball Field Enhancements at Sechler Park.

*Public Works Director/City Engineer David Bennett introduced the item and Daniel Hollerung, Northfield Youth Baseball Association. Hollerung presented on enhancements the association has been considering to enhance their events and usage at Sechler Park. Hollerung answered questions from the Council.*

## CONSENT AGENDA

*City Administrator Martig introduced the Consent Agenda.*

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

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

4. [Res. 2021-047](#) Consideration of Final Plat Resolution for Hillcrest Village Addition.
5. [Res. 2021-048](#) Consideration to Accept Donation for Basketball Court at Way Park.
6. [Res. 2021-049](#) Consider Resolution approving plans and specifications and authorizing approval for advertisements for bids for City Hall Safety and Security Project FACL2021-M26.
7. [Res. 2021-050](#) Consider Resolution of Support to Dakota County for the additional funding for Phase 1 Waterford Bridge Construction related to Mill Towns State Trail.
8. [21-314](#) Consider Approving Professional Service Agreement for the 2022 NW Mill and Overlay Improvement Project.  
Enactment No: M2021-064
9. [21-315](#) Consider Approving Disbursements totaling \$1,108,005.04  
Enactment No: M2021-065
10. [21-316](#) Consider Approval of a Temporary Liquor License for Imminent Brewing, LLC for July 31, 2021  
Enactment No: M2021-066
11. [21-317](#) Consider Approval of Mayoral Board/Commission Appointments.  
Enactment No: M2021-067

## OPEN PUBLIC COMMENTS

*Mayor Pownell noted the eComment received.*

## PUBLIC HEARINGS AND RELATED ACTION

12. [21-318](#) Public Hearing to consider Cable Franchise Applications.

*Mayor Pownell declared the public hearing open at 6:45 p.m. Administrator Martig introduced Brian Grogan, Moss and Barnett, (attending via phone) representing the City of Northfield for the cable franchise application. Metronet Representatives John Jenson, VP of Economic Development and Steve Mohr, Project Director for State of Minnesota, were present at the meeting. Grogan presented on the competitive cable franchise regarding procedure, federal cable act, Minnesota Statutes, franchise application timeline, applicant information, legal qualifications, technical qualifications and financial qualifications. Grogan and Jenson answered questions from the Council.*

**A motion was made by Council Member Ness, seconded by Council Member Peterson White, to close the Public Hearing at 7:31 p.m. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

13. [Res. 2021-051](#) Consider Resolution Regarding the Application of CMN-RUS, Inc. for a Cable Franchise.

**A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve Resolution No. 2021-051 Regarding the Application of CMN-RUS, Inc. for a Cable Franchise. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

## REGULAR AGENDA

### Recess

*Council recessed at 7:36 p.m. Council meeting resumed at 7:42 p.m.*

15. [Res. 2021-052](#) Approve the Northfield Fire Relief Association request for fire relief pension benefits

*City Administrator Martig introduced Tom Nelson, Assistant Chief of NAFRS and Secretary of the Northfield Fire Relief Association, and Bron Scherer, Retired Fire Fighter and Certified Public Accountant. Nelson and Scherer presented on increasing the pension benefit increase from \$10,000 to \$13,000 to be effective January 1, 2022. Gerry Franek, Fire Chief, and Nelson answered questions from the Council.*

**A motion was made by Council Member Ness, seconded by Council Member Reister, to approve Resolution No. 2021-052 Approving the Northfield Fire Relief Association Request for the Fire Relief Pension Benefits. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

14. [21-319](#) Consider financial assistance request for Community Action Center (CAC) Hillcrest development.

*Community Development Director Mitzi Baker introduced the item giving background information on the project including the project concept layout, sidewalk connection and financial assistance. Public Works Director/City Engineer David Bennett, City Administrator Ben Martig, City Attorney Chris Hood and Baker answered questions from*

*the Council.*

**A motion was made by Council Member Ness, seconded by Council Member Zuccolotto, to approve Option 3 including Options A, B, C, D, C, and F that would total \$203,446 of new funding plus \$250,000 of the prior City HRA funding totaling \$453,446 that includes all requests. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

Enactment No: M2021-068

**16. [21-320](#)**

Presentation and Discussion to Consider Resolution for Spring Creek Townhomes 2nd Addition Development Agreement.

*City Planner Mikayla Schmidt introduced the item presenting on Spring Creek Townhomes 2nd Addition Development Agreement and Tax Increment Financing Agreement. Schmidt presented an overview of the project, site location, type of housing and business subsidy/tax increment financing. Schmidt answered questions from the Council. This item and the Tax Increment Financing Agreement will be on the Consent Agenda for consideration on June 15.*

**17. [21-321](#)**

Presentation and Discussion to Consider Resolution approving Tax Increment Financing Agreement for Spring Creek II Townhomes.

*There was no additional discussion for this item as it was covered with the previous item.*

**18. [21-322](#)**

Review and Discussion on Proposed 2022-2023 Budget Timeline.

*City Administrator Martig introduced the item detailing the 2022-2023 budget calendar.*

## **ADMINISTRATORS UPDATE**

**19. [21-323](#)**

City Administrator's Update.

*City Administrator Martig gave an update on City operations and developments.*

## **REPORTS FROM THE MAYOR AND COUNCILMEMBERS**

*C. Grabau - Finance Committee Meeting; HRA Meeting.  
C. Zuccolotto - Planning Commission Meeting.  
C. Peterson White - EDA Meeting; Hospital Board Meeting; LGBTQ+ Pride celebration.  
C. Nakasian - No Report.  
C. Reister - NAFRS Meeting; Finance Subcommittee Meeting; LGBTQ+ Celebration.  
C. Ness - Hospital Board Meeting; NAFRS Meeting; Chamber of Commerce Morning Mingle; 80th Birthday Party.  
Mayor Pownell - Park Board Meeting.*

## **ADJOURN**

**A motion was made by Council Member Ness, seconded by Council Member Zuccolotto, to adjourn the meeting at 8:57 p.m. The motion carried by the following vote:**

**Yes:** 7 - C. Grabau, C. Nakasian, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto