



City of Northfield

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

Meeting Minutes - Draft City Council

Tuesday, June 8, 2021

6:00 PM

Council Chambers

Work Session

6:00 PM - REGULAR AGENDA CALL TO ORDER

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

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

REGULAR AGENDA

1. [21-329](#) Presentation of the City of Northfield Comprehensive Annual Financial Report for the Year Ended December 31, 2020.

Finance Director Brenda Angelstad and Tom Olinger, with Abdo Eick & Meyers presented the City of Northfield Comprehensive Annual Financial Report for the Year ended December 31, 2020. Northfield received award and filing of certificate in 2019 and 2020. Olinger outlined the General Fund and fund balances, General Fund Revenues by type, Special Revenue Fund balances, Capital Project Fund balances, Debt Service Funds, Water and Sewer Fund, Liquor Store statewide averages vs Northfield Liquor Store, Cash and Investments Balances, and Key Ratios.

2. [21-330](#) Discussion of the Wastewater Treatment Plant's Facility Study Update.

Utilities Manager Justin Wagner recapped the study and mentioned this is the third phase. Wagner introduced John Borghesi from Jacobs. Borghesi discussed background of the study which included incidents that prompted review of the WWTP and Project Deliverables. Borghesi outlined the results which included plant influent flow, plant influent CBOD and plant influent TSS. Borghesi outlined the design basis, future flow and load projections. Borghesi outlined the Facility Plan Update Items which included the 2016 Facility Plan and outlined what has already been completed along with proposed Facility. Those items included storage, BAF Blower Replacement, Equipment Renewal, Control System and Card Access System Upgrades. Borghesi outlined the Spending Plan and next steps. Wagner and Borghesi answered questions posed by Council.

3. [21-331](#) American Rescue Plan Update on Guidance and Process for Application of Funds.

City Administrator Ben Martig provided an update on the American Rescue Plan Update on Guidance and Process for Application of Funds. Martig outlined Flexible and Programmatic Funds, Minnesota Allocations, Eligible Uses, Non-Exclusive List of Ineligible Expenses and outlined differences between ARP and CARES. Martig

discussed things to consider within the Plan and some potential uses to explore which included Hillcrest Village Project. Martig outlined future steps and answered questions posed by Council.

4. [21-332](#)

Discussion of City State Capital Bonding Request for funding.

City Administrator Martig and City Engineer/Public Works Director Dave Bennett presented on City State Capital Bonding Request for funding. Martig outlined application and process in requesting State Capital Bonding. Bennett discussed Mill Towns State Trail. Bennett noted there will be an additional 6.5 miles of trails and noted future routes. Bennett outlined the Preliminary Design Project Costs. Discussed Scenarios depending on approval of funding. Outlined priorities, construct Segments and in order, D,C,B,A. Bennett and Martig answered questions posed by Council.

5. [21-333](#)

Staff presentation of Draft Strategic Plan Action Plan and review of amended values statements.

City Administrator Martig presented the Draft Strategic Plan Action and review of amended values statement. Martig mentioned Consultant Craig Rapp completed his work after the May 18 meeting and the city will be receiving the summary document in the near future. Martig outlined the Values Statement Review which includes an amendment from April 13th meeting. Martig discussed the Action Plan Draft, Updates and next Reviews. Strategic Plan Adoption is scheduled for June 15th. Martig noted action plan is in development and will be reviewing in July and August at the Budget Meetings. Council provided feedback on Final Edit Options on Value Statements.

ADJOURN

A motion was made by Council Member Ness seconded by Council Member Peterson White to adjourn the meeting at 8:56pm. 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.