



City of Northfield

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

Meeting Minutes - Final City Council

Tuesday, September 5, 2017

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:04 pm.

Present: 7 - Council Member Greg Colby, Council Member David DeLong, 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 on the supplemental memo.

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

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

APPROVAL OF MINUTES

1. [17-973](#)

A motion was made by Council Member Nakasian, seconded by Council Member Colby, to approve the August 15, 2017 Work Session Minutes. The motion carried by the following vote:

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

2. [17-974](#)

A motion was made by Council Member Ness, seconded by Council Member Colby, to approve the August 22 City Council Meeting Minutes. The motion carried by the following vote:

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

PRESENTATIONS

3. [17-975](#)

Northfield Downtown Development Corporation (NDDC) Funding Request Presentation

City Administrator Martig introduced this item. Jenni Roney, Executive Director of the Northfield Downtown Development Corporation (NDDC), presented the NDDC funding request for 2018. Noted NDDC Board Members Dan Bergeson, Joe Hargis, Brett Reese

& Charlie Kyte were also in attendance. Ms. Roney answered questions posed by Council.

CONSENT AGENDA

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

Yes: 6 - C. Colby, C. DeLong, C. Nakasian, C. Ness, C. Peterson White, and Mayor Pownell

4. [17-976](#) Consider Approving Disbursements totaling \$1,036,172.61

Enactment No: M2017-097

5. [Res. 2017-069](#) Approve Resolution Supporting Northfield Community Celebration of International Day of Peace on September 21, 2017.

6. [17-977](#) Consider Approval of Fire Department 2018 Contribution.

Enactment No: M2017-096

OPEN PUBLIC COMMENTS

Judith Stoutland, 210 Manitou Street, organizing committee member for the International Day of Peace, thanked the Council for their support of the celebration. Noted the 2017 theme is "working for peace together."

REGULAR AGENDA

7. [Res. 2017-070](#) Consider Northfield Hospital + Clinics Lease for Clinic Space at 700 Division Street

City Administrator Martig introduced this item. Northfield Hospital + Clinics President Steve Underdahl and Chief Operating Officer Jerry Ehn, presented information on the lease for clinic space in downtown Northfield and answered questions posed by Council.

C. Zweifel arrived at 6:29 pm.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve Resolution 2017-070 - Approving Lease of Space by Northfield Hospital + Clinics at Sterling Pharmacy to Establish a New Downtown Clinic. The motion carried by the following vote:

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

8. [Ord. 993](#) Consideration of City Charter Amendment to Section 3.8, Subd. 2.

City Administrator Martig introduced this item and answered questions posed by Council. City Attorney Hood answered questions posed by Council.

Victor Summa, 812 St. Olaf Ave., spoke regarding the proposed language versus the hypothetical situations presented. Stated he views the proposed language as furthering

the contract the Council has with the public and noted responsibility to respond to the public on what is going on both good and bad.

A motion was made by Council Member Zweifel, seconded by Council Member Nakasian, to approve the first reading of Ordinance No. 993 - Amending Chapter Three of the Northfield City Charter. The motion failed by the following vote:

Yes: 1 - C. DeLong

No: 6 - C. Colby, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

9. [17-978](#)

Consider Initiation of Request for Mediation with Waterford Township Related to 1980 Annexation Agreement.

City Administrator Martig introduced this item and answered questions posed by the Council. City Attorney Hood answered questions posed by Council.

Victor Summa, 812 St. Olaf Ave., spoke regarding discussion on legal options regarding the letter from Waterford Township. Noted he thinks Council is missing the public's point of view. Asked about negotiations of staff with Waterford representatives and what the City offered.

A motion was made by Council Member Colby, seconded by Council Member Nakasian, to reject the request from Waterford Township per the letter dated August 9, 2017 and alternatively direct City Administrator Martig and Mayor Pownell to formally request, on behalf of the Northfield City Council, for Waterford Township to participate in mediation with the City through a mediator selected from the Office of Administrative Hearings (OAH) in a good faith effort to work toward dispute resolution and that Northfield demonstrate good faith by covering the first \$1,000 of mediation expenses. The motion carried by the following vote:

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

Enactment No: M2017-098

10. [17-979](#)

Consider Approving Strategic Plan (2018-2020) and Authorizing Staff Initiating the Action Plan Implementation.

City Administrator Martig introduced this item and answered questions posed by Council. This was a discussion item only. Action is proposed on September 19, 2017.

11. [17-980](#)

Consideration of Approval of City Vision and Mission Statements.

City Administrator Martig introduced this item.

A motion was made by Council Member Peterson White, seconded by Council Member Nakasian, to approve the following vision and mission statements:

Vision Statement: "Northfield is an open, safe, and welcoming community, recognized for its world-class colleges and historic riverfront downtown, and is dedicated to sustainably enhancing and preserving its vibrant culture, celebrated arts, strong economy, and an excellent quality of life where all can thrive."

Mission Statement: "The City of Northfield works for the common good of our

residents and businesses and the improvement of our community by providing excellent, innovative municipal services that carry out the City's vision for a high quality of life for all."

The motion carried by the following vote:

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

Enactment No: M2017-099

Recess

The City Council took a five minute break at 8:06 pm. The meeting resumed at 8:11 pm.

12. [17-981](#)

Review and Discussion of Preliminary Tax Levy and Budget for 2018

City Administrator Martig provided an update on the 2018 budget and answered questions posed by Council. Noted there will be a more in depth review at the September 12 meeting.

ADMINISTRATORS UPDATE

City Administrator Martig provided an update on work for financing for the fire facility and Defeat of Jesse James Days Parade information.

13. [17-982](#)

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Ness - Reported on the CVB and Hospital Board meetings. Attended the Defeat of Jesse James Days Committee meeting and thanked them on behalf of the City Council and community for all their hard work in making the Defeat of Jesse James Days the largest all volunteer celebration in the State of Minnesota.

C. Peterson White - Reported on the NAFRS Facility Committee meetings. Noted the group is zeroing in on cost estimates for the project. Noted the next Joint Powers Board meeting is on September 21. Reported on the extremely productive EDA strategic planning process.

C. Zweifel - Noted she is looking for clarity on what happens after a board/commission adopts a motion or makes a recommendation and how it is communicated to the Council. Zweifel noted a specific instance related to the EQC. City Administrator Martig noted he will look into this.

C. Nakasian - Attended the Midwest Regional Rail meeting. Noted the Federal Railroad Administration is studying the upper midwest and has an online survey. Noted she would like the City to publicize the link to the survey.

C. DeLong - Noted word was received from MNDOT that we did not get funding and MNDOT mentioned turn back funding several times in the letter. If the City pursued this, we wouldn't have to wait for State funding. Noted a pedestrian underpass could solve the pedestrian issues at Jefferson Parkway/246.

C. Colby - Thanked City Clerk Little for the minutes and City Administrator Martig for answering his questions prior to the meeting. Attended Finance Subcommittee meeting, Mill Towns Trail meeting, and Neighbors United meeting.

Mayor Pownell - Noted letter received from St. Dominics and signatures regarding Municipal ID. Noted Mayor's Youth Council (MYC) meetings are Wednesdays at 7 am in Room D107. Will distribute meeting calendar when available. Noted she is trying to

further the relationship between the MYC and the entire Council and would like to get one other Council Member to attend meetings with her. Recognized the MYC members in attendance at the meeting.

Extend Meeting

During the reports from the Mayor and Council Members a motion was made to extend the meeting.

A motion was made by Council Member Colby, seconded by Council Member Peterson White, to extend the meeting by five minutes. The motion carried by the following vote:

- Yes:** 6 - C. Colby, C. Nakasian, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell
- No:** 1 - C. DeLong

ADJOURN

A motion was made by Council Member Colby, seconded by Council Member Nakasian, to adjourn the meeting at 9:06 pm. The motion carried by the following vote:

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