



# City of Northfield

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

## Meeting Minutes City Council

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Tuesday, January 9, 2018

6:00 PM

Council Chambers

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### Work Session

#### 6:00 PM - REGULAR AGENDA CALL TO ORDER

*Mayor Pownell called the meeting to order at 6:07 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

#### [18-031](#)

#### Suspension of Rules and Approval of Agenda

**A motion was made by Council Member Ness, seconded by Council Member Colby, to suspend the Rules of Business related to work sessions to take action declaring a local emergency. 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

**A motion was made by Council Member DeLong, seconded by Council Member Nakasian, to amend the agenda to add Resolution 2018-006 as Item #3. 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

1. [18-015](#) Presentation of Human Rights Commission 2017 Annual Report.

**Attachments:** [1 - HRC Report 2017 FINAL](#)

*Justin London, Vice Chair of the Human Rights Commission (HRC) and Mar Valdecantos, Chair of the HRC, provided a summary of the 2017 Annual Human Rights Commission Report. Informed Council of Martin Luther King Day celebration at Emmaus Church at 7:00 p.m. on Monday, January 15. Answered questions posed by Council.*

2. [18-016](#) Presentation of "Northfield for All: Liveable Communities Survey of Northfield Residents Age 50-Plus" related to the AARP Age Friendly Community Designation for Northfield.

- Attachments:** [1 - AARP Northfield Promotional Video](#)  
[2 - Age-Friendly Northfield survey data summary](#)  
[3 - Council Age Friendly Resolution 2016-083](#)  
[4 - Enrollment Age Friendly Cert City of Northfield](#)  
[5 - AARP Age Friendly Communities Weblink](#)  
[6 - Age Friendly Northfield Weblink](#)  
[7 - Age Friendly Northfield Facebook Weblink](#)

*Carleton students Emily Kaegi, Grant Patronik, and Gege Zhang, along with Shelley Holden of the Northfield Age Friendly Advisory Committee and Patty Cernia of Three Links, gave a presentation on the data collected from the "Northfield for All: Liveable Communities Survey of Northland Residents Age 50-Plus". Carleton professor Dr. Katie St. Clair was present in the audience. Presenters answered questioned posed by Council.*

### Res. 2018-006

### Res. 2018-006 Declaring a Local Emergency

- Attachments:** [2018-01-09 WWTP BAF Incident](#)  
[Proclamation Declaring Emergency 010918 revised](#)

*Public Works Director/City Engineer Bennett and Utilities Manager Wagner explained that on the evening of Monday, January 8, the lower level of the Wastewater Treatment Plant Biological Aerated Filter Building (BAF facility) was flooded with 5 ft. of water. The declaration would allow electronic equipment that was submerged in the flood to be replaced. Bennett and Wagner answered questions posed by Council.*

**A motion was made by Council Member Colby, seconded by Council Member Peterson White, to approve Resolution 2018-006 - Declaring a Local Emergency. 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

3. [18-017](#) Discussion of consideration for Authorizing Cable Access PEG Fee Increase and an extension of the existing Charter Spectrum cable franchise agreement

- Attachments:** [1 - Franchise Agreement - Ordinance 778](#)  
[2 - sample resolution cable franchise extension](#)  
[3 - Communications Fund Revenue Trend](#)

*IT Director Wolf and Director of Library & IT Services Jensen provided a PowerPoint presentation regarding the City's Franchise Agreement with Charter Spectrum. Explained what franchise and PEG fees are and the amount of revenue the PEG fees provide to the City. Wolf and Jensen answered questions posed by Council.*

5. [18-019](#) Meeting break (10 minutes).

*Mayor Pownell recessed the meeting at 7:31 p.m. for a 10 minute break. The meeting resumed at 7:40 p.m.*

4. [18-018](#) Review of draft Development Agreement with Chester J. Yanik & Associates, Inc. related to proposed Senior Housing Project.

**Attachments:** [1 - North Ave Hospital Utilities Map](#)  
[2 - 2030 Transportaion Plan Map](#)  
[3 - Design Standards - LDC 3.2-8](#)  
[4 - Approved FIRST AMENDMENT OF GROUND LEASE v.11 Final 120817](#)  
[5 - Development Agreement Presentation References](#)

*Community Development Director Heineman and Public Works Director/City Engineer Bennett introduced this item and answered questions posed by Council.*

6. [18-020](#) Discuss Establishment of a Northwest Area Land Use Consultant and Process Advisory Committee.

**Attachments:** [1 - Northwest Area](#)  
[2 - NW Area St. Olaf Land Ownership & XCel Energy Site Location Map](#)

*City Administrator Martig introduced this item and answered questions posed by Council. Martig noted the Committee would be 5-7 members to look at process, not make any decisions.*

## ADJOURN

The meeting adjourned at 8:56 p.m.