



# City of Northfield

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

## Meeting Minutes - Final City Council

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Tuesday, October 6, 2020

6:00 AM

[GotoMeeting](#)

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

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

**Present:** 6 - Council Member David DeLong, Council Member Clarice Grabau, Council Member Brad Ness, Council Member Jessica Peterson White, Council Member Erica Zweifel, and Mayor Rhonda Pownell

**Absent:** 1 - Council Member Suzie Nakasian

### APPROVAL OF AGENDA

*Mayor Pownell noted the supplemental memo information with the following changes to agenda: move item 6 to the second item on the regular agenda.*

**A motion was made by Council Member Grabau, seconded by Council Member Ness, to approve the agenda as amended and moving item #6 from the consent agenda to the second item on the regular agenda. The motion carried by the following vote:**

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

1. [20-503](#) Information on How to Provide Public Input and Watch the Meeting During the Pandemic.

### CONSENT AGENDA

*City Administrator Martig introduced the items on 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:** 6 - C. DeLong, C. Grabau, C. Ness, C. Peterson White, C. Zweifel, and Mayor Pownell

2. [20-504](#) September 8, 2020 City Council Work Session Meeting Minutes.
3. [20-505](#) Consider Approval of September 15, 2020 City Council Meeting Minutes.
4. [Res. 2020-090](#) Consider Resolution Accepting Public Improvements and Approving Final Payment for the 2018 Spring Creek Road Reconstruction Project (STRT2018-A38).
5. [20-506](#) Consideration of a Stormwater Maintenance Agreement with Hometown

Federal Credit Union.

Enactment No: M2020-120

7. [Res. 2020-092](#) Proclaim October 15 as Pregnancy and Infant Loss Remembrance Day.

8. [20-507](#) Consider Approving Disbursements totaling \$3,157,154.89.

Enactment No: M2020-121

9. [Res. 2020-093](#) Consider Resolution to Close Special Revenue Fund 853 "Rescue Squad Trust" and Authorize Payment of Remaining Funds to the Northfield Area Fire & Rescue Services (NAFRS).

10. [20-508](#) Consider Community Event In-Kind Grant Support.

Enactment No: M2020-122

11. [Res. 2020-094](#) Consider Accepting Bids and Awarding Contract - Golf Course, Parmeadow Ponds 1 & 3 Dredging Project.

## OPEN PUBLIC COMMENTS

*Jennifer Hanson e-mailed a comment in support of proclamation designating October 15 as Pregnancy and Infant Loss Awareness Day in Northfield.*

## PUBLIC HEARINGS AND RELATED ACTION

12. [20-509](#) Public Hearing on Sale of Property in Faribault (Northfield Hospital + Clinics)

*Mayor Pownell declared the public hearing open at 6:06 pm. City Administrator Martig introduced this item. Martig answered questions from Council.*

**A motion was made by Council Member Grabau, seconded by Council Member Ness, to close the Public Hearing at 6:10 pm. The motion carried by the following vote:**

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

13. [Res. 2020-095](#) Consider Approval of Sale of Property in Faribault by Northfield Hospital + Clinics.

**A motion was made by Council Member Grabau, seconded by Council Member Ness, to approve Resolution 2020-095 - Approving the Sale by the Northfield Hospital + Clinics of Real Property in Faribault, Minnesota, and Dispensing with Review of the Sale by the Northfield Planning Commission. The motion carried by the following vote:**

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

14. [20-510](#) Public Hearing - Improvement Hearing - 2021 Reclamation and Overlay Project.

*Mayor Pownell declared the public hearing open at 6:12 pm. Engineering Manager Simonson reviewed the project scope and location, pavement condition, proposed street, sidewalk and utility improvements, and project costs, funding and assessments. E-mailed comments were received from John McManus, 1609 Mayflower Dr. and Bron & Geniene Scherer, 617 Turnberry Ct.*

**A motion was made by Council Member Grabau, seconded by Council Member Ness, to close the Public Hearing at 6:26 pm. The motion carried by the following vote:**

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

15. [Res. 2020-096](#) Consider Ordering the Improvement for the 2021 Reclamation and Overlay Project.

*City Attorney Hood answered questions from Council. City Administrator Martig noted the trail would be proposed to be constructed using tax abatement as the financing mechanism. Public Works Director/City Engineer Bennett and Martig answered questions from Council.*

**A motion was made by Council Member Grabau, seconded by Council Member Zweifel, to approve Resolution 2020-096 - Ordering Improvement 2021STRT – A46 2021 Reclamation and Overlay Project and Preparation of Plans and Specifications Alternative 1. The motion failed (note: requires super majority of six votes) by the following vote:**

**Yes:** 4 - C. Grabau, C. Peterson White, C. Zweifel, and Mayor Pownell

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

**A motion was made by Council Member Ness, seconded by Council Member DeLong, to approve Resolution 2020-096 - Ordering Improvement 2021STRT – A46 2021 Reclamation and Overlay Project and Preparation of Plans and Specifications, Alternative 2. The motion carried by the following vote:**

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

16. [20-511](#) Meeting break.

*Council took a recess at 7:15 pm. The meeting resumed at 7:21 pm.*

## REGULAR AGENDA

17. [Res. 2020-097](#) Consideration Resolution Approving City Administrator Nomination of City Clerk.

*City Administrator Martig introduced this item. Following approval, Lynette Peterson introduced herself and thanked Council for the appointment.*

**A motion was made by Council Member Grabau, seconded by Council Member Ness, to approve Resolution 2020-097 - Approving Appointment of Lynette Peterson as City Clerk. The motion carried by the following vote:**

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

6. [Res. 2020-091](#) Consider Resolution Accepting Public Improvements and Approving Final Payment for the 2018 Division Street and Seventh Street Reconstruction, Washington Street Mill and Overlay, and Miscellaneous City Parking Lot Rehabilitations Project (STRT2018-A37)

*Public Works Director / City Engineer Bennett introduced item. Bennett answered questions from Council.*

**A motion was made by Council Member Ness, seconded by Council Member DeLong, to approve Resolution 2020-091 - Accepting Public Improvements, Approving Final Payment, and Authorizing a Budget Amendment for 2018 Division Street and Seventh Street Reconstruction, Washington Street Mill and Overlay, and Miscellaneous City Parking Lot Rehabilitations Project. The motion carried by the following vote:**

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

18. [20-512](#) Consider Motion Authorizing Request for Proposals for Water System Study.

*Utilities Manager Wagner introduced item. Wagner noted high manganese levels detected by the City of Northfield in conjunction with Minnesota Department of Health. He discussed request for proposal process and project management. Wagner answered questions from Council.*

**A motion was made by Council Member Grabau, seconded by Council Member Ness, Authorizing the Request for Proposals for a Water System Study - Project WATR2021-J28. The motion carried by the following vote:**

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

Enactment No: M2020-119

19. [Res. 2020-098](#) Consider Resolution Authorizing CARES Act Expenditures.

*City Administrator Martig introduced item. Police Chief Elliott clarified proposed patrol room improvements and answered questions posed by Council. Public Works Director/City Engineer Bennett answered questions regarding City's buildings' air exchange from Council. City Administrator Martig, and Finance Director Angelstad answered additional questions from Council.*

**A motion was made by Council Member Grabau, seconded by Council Member Ness, to approve Resolution 2020-098 - Authorizing Federal CARES Act Funding & Related Budget Amendment For Authorized Expenditures. The motion carried by the following vote:**

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

20. [Res. 2020-099](#) Consider Resolution Releasing Outstanding Park Land Dedication Fees for Outlot F Southbridge 1st Addition.

*Public Works Director/City Engineer Bennett introduced item. Bennett and City Attorney Hood answered questions from Council.*

*Entire resolution included in the supplemental memo was read by Martig as requested by C. DeLong.*

**A motion was made by Council Member Grabau, seconded by Council Member Ness, to approve Resolution 2020-099 - Release Outstanding Park Land Dedication Fees for Outlot F Southbridge 1st Addition.**

**A motion was made by Council Member DeLong, seconded by Council Member Ness, to amend the Resolution by adding: "Now therefore be it further resolved that staff bring back all other development agreements entered into during this period of time for Council action." The motion failed by the following vote:**

**Yes:** 3 - C. DeLong, C. Ness, and Mayor Pownell

**No:** 3 - C. Grabau, C. Peterson White, and C. Zweifel

**The original motion on Resolution 2020-099 - Release Outstanding Park Land Dedication Fees for Outlot F Southbridge 1st Addition as submitted carried by the following vote:**

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

**No:** 1 - C. DeLong

## ADMINISTRATORS UPDATE

*City Administrator Martig noted that Night to Unite was canceled due to COVID-19 and was replaced by a community food drive. Police Chief Elliott noted they did not have totals yet, but collected a lot of food. Happy to do something for the community, even though they couldn't gather together. Elliott noted free COVID-19 testing taking place this week. Martig noted October 23 12-1 ribbon cutting at the new roundabout and the Riverfront Enhancement Advisory Committee is seeking public feedback on the draft plan.*

### 21. [20-513](#)

City Administrators' Update.

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

*C. Ness - none*

*C. Grabau - thanked Chief Elliott for organizing food drive. Suggested adding every year. Attended land acknowledgement presentation at the Library.*

*C. DeLong - none*

*C. Zweifel - Northfield Sustainable pod cast series is available, can signup on iTunes with new episodes being released weekly throughout Fall. Attended land acknowledgement presentation. Mill Towns Trail Joint Powers Board meeting tomorrow.*

*C. Peterson White - none*

*Mayor - Joint mayors groups meetings continue to connect with Governor Walz and DEED. Encouraged everyone to get a COVID test.*

## ADJOURN

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

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