



City of Northfield

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

Meeting Minutes - Final City Council

Tuesday, May 4, 2021

6:00 PM

[Goto Meeting](#)

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:01 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.

Council Member Zuccolotto joined the meeting at 6:03 p.m.

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

Yes: 6 - C. Grabau, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

Not Present: 1 - C. Nakasian

1. [21-244](#) Information on How to Provide Public Input and Watch the Meeting During the Pandemic.

APPROVAL OF MINUTES

2. [21-245](#) Consider Approval of April 20, 2021 City Council Meeting Minutes.

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

Yes: 6 - C. Grabau, C. Ness, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

Not Present: 1 - C. Nakasian

PRESENTATIONS

3. [21-246](#) Presentation Proclaiming May 2-8, 2021 as National Travel and Tourism Week.

Council Member Nakasian joined the meeting at 6:05 p.m.

Lisa Peterson, President of the Northfield Area Chamber of Commerce and Tourism, presented on National Travel and Tourism week noting the effects of the pandemic on travel and tourism in Northfield. Peterson answered questions from the Council.

4. [21-247](#) Climate Action Plan Update.

Beth Kallestad, Program Coordinator, presented an update on Northfield's Climate Action Plan to include progress on the 3-year targets, progress toward goals, the Partners in Energy project and GreenStep Cities efforts to date. Kallestad answered questions from the Council.

CONSENT AGENDA

Administrator Martig introduced the Consent Agenda.

A motion was made by Council Member Peterson White, seconded by Council Member Nakasian, 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

5. [Ord. 1023](#) Ordinance for Plumbing Plan Review - Second Reading.

6. [21-248](#) Consider Motion Approving Permanent Public Trail Easement for the Mill Towns Trail - 1800 Armstrong Road (CSAH 78).

Enactment No: M2021-048

7. [Res. 2021-038](#) Consider Resolution Proclaiming May 2-8, 2021 as National Travel and Tourism Week

8. [21-249](#) Consider Approval of Temporary Expansion Permit for outdoor dining for Basil's Pizza at 301 South Water Street.

Enactment No: M2021-049

9. [21-250](#) Approve miscellaneous/concessions license for FiftyNorth Popcorn Wagon.

Enactment No: M2021-050

10. [Res. 2021-039](#) Conditional Use Permit for 1MW Community Solar Garden for MN CSG 2019-77 LLC.

11. [Res. 2021-040](#) Conditional Use Permit for 1MW Community Solar Garden for DivoCSG 17 LLC.

12. [21-251](#) Consider Approving Disbursements totaling \$923,732.15

Enactment No: M2021-051

OPEN PUBLIC COMMENTS

Wendy Placko, 1404 Archibald Street, representing Say their Names Northfield, addressed the Council requesting review of Sec. 50-27 in regard to chalking on sidewalks in Northfield.

Midori Krieger, 515 Nevada Court, addressed the Council regarding health care equity for all in Minnesota.

Karen Cherewatuk, 505 Ivanhoe Avenue, addressed the Council regarding the HRA Housing Study and equity in housing.

Bob Thacker, 505 Ivanhoe Avenue, addressed the Council regarding life-cycle housing offering affordable apartments and housing in Northfield.

PUBLIC HEARINGS AND RELATED ACTION

13. [21-252](#) Public Hearing for Ordinance Vacating a 20 ft. wide Utility Easement in Outlot A of the Sheldahl Industrial Park Addition.

Mayor Pownell declared the Public Hearing open at 6:47 p.m.

Mikayla Schmidt, City Planner, introduced the item and answered questions from the Council.

A motion was made by Council Member Ness, seconded by Council Member Peterson White, to close the Public Hearing a 6:52 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

14. [Ord. 1024](#) Consider Ordinance Vacating a 20 ft. wide Utility Easement in Outlot A of the Sheldahl Industrial Park Addition.

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve the first reading of Ordinance No. 1024 Vacating a 20 ft. wide Utility Easement in Outlot A of Sheldahl Industrial Park Addition. 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

15. [Res. 2021-041](#) Consider Resolution authorizing preparation of plans and specification for City Hall Safety and Security Project FACL2021-M26.

Jayson Dwelle, Facilities Manager, and Nancy LaBissioniere, ATS & R, presented on the City Hall Safety and Security Project, FACL2021-M26, detailing aspects of the project.

A motion was made by Council Member Ness, seconded by Council Member Peterson White, to approve Resolution No. 2021-041 Ordering Improvement 2021FACL-M26 City Hall Security and Separation Project Preparation of Plans and Specifications to include Alternate 1 - Plans and Specifications for Safety and Separation updates and corridor updates. 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

16. [Res. 2021-042](#) Consideration of Budget Amendment for Oddfellows Park Bathroom Upgrade.

Tim Behrendt, Street and Park Manager, introduced the item giving background information on the project. Behrendt and Nancy LaBissioniere, ATS & R, Administrator Martig and Public Works Director/City Engineer Bennett answered questions from the Council.

A motion was made by Council Member Nakasian, seconded by Council Member Ness, to approve Resolution No. 2021-042 Authorizing Budget Amendment for Oddfellows Park Bathroom Upgrade with Alternate 2 - The City Council authorizes the budget amendment to increase the expenditure in the Park Fund No. 451 from \$100,000 to \$208,000 for Oddfellows Park Bathroom Upgrade and transfer \$108,000 from the Capital Reserve Fund No. 475 to the Park Fund No. 451 for the Oddfellows Park Bathroom Upgrade. 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

Recess

Council recessed at 7:37 p.m. Council meeting resumed at 7:43 p.m.

17. [21-253](#) Discuss Street Improvement Process (Ch 475 Street Reconstruction and Overlay)

Public Works Director/City Engineer Bennett introduced the item and presented background information and detailed the street improvement process. City Administrator Martig and Bennett answered questions from the Council.

18. [Res. 2021-043](#) Consideration of Resolution Ordering Preparation of Feasibility Report for the 2022 NW Area Mill and Overlay.

Engineering Manager Simonson introduced the item giving an overview of the project detailing the project location, scope, walking/biking/pedestrian improvements, project process and action items for tonight's meeting. Public Works Director/City Engineer Bennett and Simonson answered questions from the Council.

Extend the Meeting

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to extend the meeting until 9:15 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

18. [Res. 2021-043](#) Consideration of Resolution Ordering Preparation of Feasibility Report for the 2022 NW Area Mill and Overlay.

A motion was made by Council Member Nakasian, seconded by Council Member Peterson White, to approve Resolution No. 2021-043 Ordering Feasibility Report for 2022 NW Mill and Overlay Project STRT5055-A59 to include review of 6 additional items to include: 1) Greenvale Avenue Sidewalk across railroad north and south side; 2) Cannon Valley Drive sidewalk/crossing improvement; 3) Spring Street (Greenvale to St. Dominic's); 4) Highway 3 - Westside sidewalk signage; 5) Intersection Evaluation of St. Olaf and Highway 3 (west leg of approach); and 6) Review pedestrian routes to Transit Hub/Depot. 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

ADMINISTRATORS UPDATE

19. [21-254](#) City Administrator's update.

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

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

Due to time constraints, no reports were given.

ADJOURN

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to adjourn the meeting at 9:15 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