



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
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Meeting Minutes - Final City Council

Tuesday, January 11, 2022

6:00 PM

Council Chambers

Work Session

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor Pownell called the meeting to order at 6:04 p.m. Council Member Suzie Nakasian appeared via interactive television technology due to out of town travel.

Present: 6 - Council Member Clarice Grabau, Council Member Suzie Nakasian, Council Member Brad Ness, Council Member Jessica Peterson White, Mayor Rhonda Pownell, and Council Member Jami Reister

Absent: 1 - Council Member George Zuccolotto

REGULAR AGENDA

1. [22-014](#) Presentation by the Coalition of Greater Minnesota Cities (CGMC) Related to Membership and Benefits.

Administrator Ben Martig introduced the item and introduced Coalition of Greater Minnesota Cities (CGMC) representative Shane Zahrt with Flaherty and Hood and President of CGMC Mayor Pat Baustian from the City of Luverne. Zahrt and Baustian presented background information on the CGMC membership and benefits. Zahrt and Baustian answered questions from the Council. This item will be on the next Council agenda for consideration.

2. [22-015](#) Discuss Planning Commission Request for Response to Preliminary Plat Action.

Community Development Director Mitzi Baker and City Administrator Ben Martig introduced the item. The Council discussed procedures related to recommendations from boards/commissions for preparation and delivery of a written response. If deviate from recommendations include findings of why. clear of planning commission role versus staff. Look at planning commission recommendations first then staff recommendations or both together? Write separate written response to PC from Council after response is made to PC. Staff memo and resolution. - no separate response. This request - staff memo and resolution are adequate to say why council did what they did. Anything else drawn up? Existing staff memo and resolution. Have PC write down what they recommend. Existing staff memo and existing resolution from CC to PC. Look at ways to improve in future.

Recess

Council recessed at 7:33 p.m. Council meeting resumed at 7:40 p.m.

3. [22-016](#) Review of Redistricting Process Including City Process for

Establishment or Re-Establishment of Election Precincts,
Designation of Polling Places and Confirmation or Redefinition of
Ward Districts.

City Clerk Lynette Peterson introduced the item. Peterson discussed timelines, basic principles, considerations, current year census data, preliminary recommendations, and next steps. City Administrator Martig added some further context into the process and what was looked at by staff.

The Council was given the opportunity to ask questions and add input. Peterson and Martig answered questions.

4. [22-017](#)

Update and discussion on Board and Commission Governance
Effectiveness Review.

Interim Deputy Clerk/Administrative Associate Sara Hoffman and City Administrator Ben Martig introduced the item and presented information on Board/Commission Governance Effectiveness. Hoffman initiated a Poll Everywhere to poll the Council on some board/commission issues. Council Members commented on the process. Work will continue and additional information will be brought back for this process at a later date.

5. [22-018](#)

Review of Potential Federal Community Funding Requests.

Interim Deputy Clerk Hoffman and City Administrator Ben Martig introduced the item and presented information on the Community Project Funding Grants. They highlighted projects to consider for the grants. The Council is interested in submitting the Water Plant project as a project for the 2023 Community Project Fund Grant.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Reister, to adjourn the meeting at 8:58 p.m. The motion carried by the following vote:

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