



# City of Northfield

City Hall  
801 Washington Street  
Northfield, MN 55057  
northfieldmn.gov

## Meeting Minutes - Final City Council

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Tuesday, September 20, 2022

6:00 PM

Council Chambers

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### 6:00 PM - REGULAR AGENDA

- Present:** 6 - Council Member Sean Allen, Council Member Brad Ness, Council Member Jessica Peterson White, Mayor Rhonda Pownell, Council Member Jami Reister, and Council Member George Zuccolotto
- Absent:** 1 - Council Member Clarice Grabau

### CALL TO ORDER

*Mayor Pownell called the meeting to order at 6:05 p.m.*

### APPROVAL OF AGENDA

*Mayor Pownell noted information in Supplemental Agenda Background Memorandum No. 1.*

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

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

### CONSENT AGENDA

*City Clerk Lynette Peterson introduced the Consent Agenda.*

**A motion was made by Council Member Ness, seconded by Council Member Reister, to approve the Consent Agenda. The motion carried by the following vote:**

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

1. [22-607](#) Consider Approval of September 6, 2022 City Council Minutes.
2. [22-608](#) Consider Approval of September 13, 2022 City Council Work Session Minutes.
3. [22-609](#) Consider Approving Disbursements totaling \$1,223,100.65
4. [Res. 2022-087](#) Consider Adopting Schedule for 2023 City Council Meetings.
5. [22-610](#) Consideration of Consultant Agreement with FiftyNorth and Age Friendly Northfield Steering Committee Related to Age Friendly Northfield (AFN) initiatives.

6. [Res. 2022-088](#) Consider approval of purchase agreement for land for water tower.

## OPEN PUBLIC COMMENTS

*Philip Spensley, 888 Cannon Valley Drive and Past President Friends of Lashbrook Park, addressed the Council regarding input on parks and giving the council books regarding the history of Lashbrook Park.*

*Rich Graves, 1202 Festler Court, addressed the Council in support of Age-Friendly Northfield.*

## REGULAR AGENDA

7. [Res. 2022-089](#) Consider Resolution Receiving Charter Amendment to Section 4.5 of the City Charter and Calling for a Public Hearing on Charter Amendment Proposed to be Adopted by Ordinance.

*Charter Commission Chair Lance Heisler introduced the item and addressed the Council regarding the Charter Amendment related to Section 4.5 of the City Charter.*

**A motion was made by Council Member Ness, seconded by Council Member Zuccolotto, to approve Resolution No. 2022-089 Receiving Charter Amendments and Calling for a Public Hearing on Charter Amendments Proposed to be Adopted by Ordinance. The motion carried by the following vote:**

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

8. [22-611](#) Consideration of Support for Creation of Policy Related to Annual Voluntary Donations to City from Colleges.

*Finance Director Brenda Angelstad introduced the item asking for a motion to refer the Finance Policy Committee to explore policy options related to dedicating future colleges annual voluntary City donation toward the capital parks fund. Once reviewed, the Policy Committee would present options to the Council at the November Worksession.*

*Rich Graves, 1202 Festler Court, addressed the Council in support of this item.*

*Angelstad answered questions from the Council.*

**A motion was made by Council Member Ness, seconded by Council Member Peterson White, to refer the Finance Policy Committee to explore policy options related to dedicating future colleges annual City donation toward the capital parks fund with options being presented to the Council in November in advance of the final budget. The motion carried by the following vote:**

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

9. [Res. 2022-090](#) Consider Adoption of Utility Rates for 2023.

*Water Superintendent Justin Wagner presented on the proposed 2023 utility rates including a 15.0% increase in water; a 1.75% increase in wastewater; a 15.0% increase in storm water and no recommended increase in garbage rates. Wagner highlighted the water fund, wastewater fund, stormwater fund and garbage fund.*

**A motion was made by Council Member Allen, seconded by Council Member Peterson White, to approve Resolution No. 2022-090 Adopting Utility Fee Schedule for 2023. The motion carried by the following vote:**

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

**10. [Res. 2022-091](#)** Consideration of Resolution Adopting a Proposed 2022 Total Tax Levy Payable in 2023, includes HRA & EDA.

*Finance Director Brenda Angelstad introduced the Proposed 2022 Total Tax Levy Payable in 2023 including the HRA and EDA. Angelstad highlighted the budget timeline; budget process; budget and levy scenarios; Tax Base changes; Northfield Median Home Value; General Fund Revenue; General Fund Expense; 2023 Budget Highlights; City-wide levy; historical view levy/tax rate from 2012 to 2023; Tax impact of the 18.5 percent levy increase; key ratios - peer comparison; and the budget and levy schedule.*

**A motion was made by Council Member Allen, seconded by Council Member Ness, to approve Resolution No. 2022-091 Adopting a Proposed 2022/Payable 2023 Tax Levy with an 18.5 Percent Increase. The motion carried by the following vote:**

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

**11. [Res. 2022-092](#)** Consideration of a Preliminary 2023 General Fund Budget and Establishing a Date and Time for the Public Hearing.

**A motion was made by Council Member Reister, seconded by Council Member Ness, to approve Resolution No. 2022-092 Adopting a Proposed 2023 General Fund Budget (18.5 Percent Increase) and Setting the Date and Time for the Public Hearing. The motion carried by the following vote:**

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

**12. [Ord. 1044](#)** Consideration of Second Reading of Ordinance No. 1044 Amending Chapter 30 - Health and Sanitation of the City Code Adding Article III - Sale of Edible Cannabinoid Products.

*Police Chief Mark Elliott introduced the item giving background information and a recap of the first reading. Attorney Chris Hood added clarification on the definitions change. Ben Miller, PH.D., MPH, public health expert and Northfield resident, addressed the Council regarding language that covers gaps with state statute.*

*Police Chief Elliott and Attorney Hood answered questions from the Council. Staff indicated Planning staff would need to take a look at Neighborhood-serving Commercial zoning for this type of business and whether an amendment is needed to code to call out alcohol, tobacco or edible cannabinoid establishments locating in those areas.*

*Patrick Ziegler, 1150 Spruce Court, addressed the Council regarding the sale of THC gummies and the proposed fee for the license.*

**A motion was made by Council Member Reister, seconded by Council Member Peterson White, to approve the second reading of Ordinance No. 1044 Amending Chapter 30 - Health and Sanitation of the City Code adding Article III - Sale of Edible Cannabinoid Products. The motion carried by the following vote:**

**Yes:** 5 - C. Allen, C. Ness, C. Peterson White, C. Reister, and C. Zuccolotto

**No:** 1 - Mayor Pownell

13. [22-612](#) Consider Summary Publication of Ordinance No. 1044 Amending Chapter 30 - Health and Sanitation of the City Code Adding Article III - Sale of Edible Cannabinoid Products.

**A motion was made by Council Member Peterson White, seconded by Council Member Reister, to approve summary publication of Ordinance No. 1044 Amending Chapter 30 - Health and Sanitation of the City Code adding Article III - Sale of Edible Cannabinoid Products. The motion carried by the following vote:**

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

14. [Res. 2022-093](#) Consider Resolution Setting Fees Related to Sale of Edible Cannabinoid Products.

*Police Chief Mark Elliott introduced the item explaining the fees for this license are meant to cover City staff time and other costs associated with administering the program ensuring compliance. With this being new, it is difficult to know how much staff time will be associated with compliance and the administration of the licensing program.*

*Elliott answered questions from the Council.*

**A motion was made by Council Member Allen, seconded by Council Member Ness, to approve Resolution No. 2022-093 Setting Fees and Penalties Related to Chapter 30 - Health and Sanitation of the City Code, Article III - Sale of Edible Cannabinoid Products setting the fee at \$800 per license with fines staying as proposed by staff.**

**A motion to amend the motion was made by Council Member Peterson White, seconded by Council Member Reister to set the fee at \$1,500 per license with fines staying as proposed by staff.**

**After discussion, Council Member Allen called the question on the amendment to the motion. The motion to call the question carried by the following vote:**

**Yes - 4 - C. Allen, C. Ness, C. Reister, C. Zuccolotto**

**No. - 2 - C. Peterson White, Mayor Pownell**

**The amendment for the fee to be set at \$1,500 per license failed by the following vote:**

**Yes - 3 - C. Peterson White, C. Reister, Mayor Pownell**

**No - 3 - C. Allen, C. Ness and C. Zuccolotto**

**A motion was made by Council Member Peterson White, seconded by Council Member Reister, to postpone this item until the next regular Council meeting. The motion to postpone the item failed by the following vote:**

**Yes - 3 - C. Peterson White, C. Reister, C. Zuccolotto**

**No. - 3 - C. Allen, C. Ness, Mayor Pownell**

**The original motion failed by the following vote:**

**Yes:** 3 - C. Allen, C. Ness, and C. Zuccolotto

**No:** 3 - C. Peterson White, Mayor Pownell, and C. Reister

**ADMINISTRATORS UPDATE**

15. [22-614](#) City Administrator's Update.

*City Administrator Martig was at the International City Manager's Conference in Columbus, Ohio and highlighted the conference.*

**REPORTS FROM THE MAYOR AND COUNCILMEMBERS**

*C. Peterson White - No Report.*

*C. Reister - Age-Friendly Meeting; Hispanic Heritage Celebration.*

*C. Zuccolotto - No Report.*

*C. Allen - No Report.*

*C. Ness - 911 Joint Powers Board Meeting; NAFRS Taxing District.*

*Mayor Pownell - No Report.*

**ADJOURN**

**A motion was made by Council Member Allen, seconded by Council Member Ness, to adjourn the meeting at 8:07 p.m. The motion carried by the following vote:**

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