



City of Northfield

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

Meeting Minutes - Final City Council

Tuesday, December 6, 2022

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA

Present: 6 - Council Member Brad Ness, Council Member Jessica Peterson White, Council Member Jessica Peterson White, Mayor Rhonda Pownell, Council Member Jami Reister, and Council Member George Zuccolotto

CALL TO ORDER

Mayor Pownell called the meeting to order at 6:03 p.m.

APPROVAL OF AGENDA

A motion was made by Council Member Ness, seconded by Council Member Reister, 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 Administrator Ben Martig introduced the Consent Agenda.

A motion was made by Council Member Reister, seconded by Council Member Ness, 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. [22-791](#) Consider Approval of November 15, 2022 City Council Meeting Minutes.

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

2. [22-792](#) Consider Approval of November 22, 2022 City Council Work Session Minutes.

A motion was made to approve the Consent Agenda. The motion carried by the following vote:

3. [22-793](#) Consider Approving Disbursements totaling \$2,187,246.88
4. [Res. 2022-109](#) Consider Resolution Retaining Statutory Tort Limits for 2023.
5. [Res. 2022-120](#) Consider Approval of Resolution Adopting Records Retention Schedule.

6. [22-795](#) Consider Approval of Mayoral Board and Commission Appointments.
7. [Res. 2022-121](#) Consider College Voluntary Donation Policy.
8. [Res. 2022-110](#) Consider Resolution Extension of Joint Resolution for Orderly Annexation by and Between Northfield Township and the City of Northfield.
9. [Res. 2022-111](#) Consider Resolution Extension of Joint Resolution for Orderly Annexation by and Between Bridgewater Township and the City of Northfield.
10. [22-797](#) Consider approval of Tobacco License Renewals.
11. [Res. 2022-112](#) Resolution for Minor Lot Consolidation Creating Gleason Fourth Addition.
12. [Res. 2022-113](#) Consider Resolution approving Cooperative Agreement with the State of Minnesota for the Final Design for the Mill Towns State Trail from Riverside Park to the Waterford Bridge.

OPEN PUBLIC COMMENTS

Mike Nytes, 1813 Erie Drive, addressed the Council opposing the increase in taxes urging the Council to reduce spending.

Eileen Hachfeld, 1110 Farehaven Court, addressed the Council opposing the increase in taxes.

Rich Graves, 1202 Festler Court, addressed the Council regarding various items.

David Ludescher, 915 S. Washington, addressed the Council opposing the increase in taxes.

Michelle Gillen, 1501 Pheasantwood Trail, addressed the Council opposing the increase in taxes.

Cheryl Mathison, 1909 Sibley View Lane, addressed the Council opposing the increase in taxes.

PUBLIC HEARINGS AND RELATED ACTION

13. [22-798](#) Public Hearing on the 2023 Budget and Tax Levy.

Mayor Pownell declared the public hearing open at 6:23 p.m. eComments and emailed comments were received for this item.

City Administrator Ben Martig and Finance Director Brenda Angelstad presented an overview of the 2023 Budget and Tax Levy to include the budget timeline; property tax rate information; tax base changes; median home values; tax change by parcel map, historical view of levy/tax rate; details of the 18.5% levy increase; residential total tax

rate impact; property tax comparison; key ratios - peer comparison; city-wide levy; 2023 EDA Fund; 2023 HRA Fund; general fund revenue; general fund expenditures; 2023 budget highlights; City services; maintaining quality infrastructure and facilities; 2023-2027 CIP/CEP; and 2021-2024 Strategic Plan.

Joan Spaulding, Hideaway, 421 Division Street, addressed the Council opposing the increase in taxes.

Kurt Larson, Jekkl Holdings, LLC, 207/209 S. Water Street, addressed the Council opposing the increase in taxes.

Patrick Tomczik, 1203 Woodland Trail, addressed the Council opposing the increase in taxes.

Christine Larson, 808 Turnberry Lane, addressed the Council regarding information being readily available on the website and opposing the increase in taxes.

Doug Oines, 1900 Sibley View Lane, addressed the Council opposing the increase in taxes.

Martig addressed concerns from residents.

Council Members Peterson White, Council Member Ness and Mayor Pownell commented on the budget.

A motion was made by Council Member Allen, seconded by Council Member Ness, to close the Public Hearing at 7:28 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

14. [Res. 2022-114](#) Consider Adopting the 2022/Payable 2023 Economic Development Authority (EDA) Tax Levy.

A motion was made by Council Member Allen, seconded by Council Member Ness, to approve Resolution No. 2022-114 Adopting the 2022/Payable 2023 EDA Tax Levy. The motion carried by the following vote:

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

15. [Res. 2022-115](#) Consider Adopting the 2022/Payable 2023 Housing & Redevelopment Authority (HRA) Tax Levy.

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve Resolution No. 2022-115 Adopting the 2022/Payable 2023 HRA Tax Levy. The motion carried by the following vote:

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

16. [Res. 2022-116](#) Consider Adopting the 2022 / Payable 2023 Tax Levy.

A motion was made by Council Member Allen, seconded by Council Member Reister, to approve Resolution No. 2022-116 Adopting the 2022/Payable 2023 Tax Levy 18.5%. The motion carried by the following vote:

Yes: 4 - C. Allen, C. Peterson White, Mayor Pownell, and C. Reister

No: 2 - C. Ness, and C. Zuccolotto

17. [Res. 2022-117](#) Consider Adopting the Final 2023 Budget.

A motion was made by Council Member Peterson White, seconded by Council Member Reister, to approve Resolution No. 2022-117 Adopting the 2023 Budget. The motion carried by the following vote:

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

18. [Res. 2022-118](#) Consider Adopting the 2023-2027 Capital Improvement Plan (CIP).

Mayor Pownell commented with concerns regarding parks indicating more needs to be added in the CIP for parks.

A motion was made by Council Member Ness, seconded by Council Member Reister, to approve Resolution No. 2022-118 Adopting the 2023 to 2027 Capital Improvement Plan (CIP). The motion carried by the following vote:

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

19. [Res. 2022-119](#) Consider Approving the 2023-2027 Capital Equipment Plan (CEP).

A motion was made by Council Member Allen, seconded by Council Member Peterson White, to approve Resolution No. 2022-119 Adopting the 2023 to 2027 Capital Equipment Plan (CEP). The motion carried by the following vote:

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

Recess

Council recessed at 7:35 p.m. Council meeting resumed at 7:44 p.m.

REGULAR AGENDA

Patrick Tomczik, 1203 Woodland Trail, addressed the Council to apologize to Police Chief Mark Elliott as he misspoke earlier stating Chief Elliott kept him out of a public meeting. The meeting he was not allowed to participate in was a closed meeting.

20. [22-799](#) Consider Approving Professional Service Agreement for the Lincoln Parkway Pedestrian and Walking Study by Greenvale Elementary

City Engineer/Public Works Director David Bennett introduced the item explaining the purpose of the study.

Doug Oines, 1900 Sibley View Lane, addressed the Council opposing the cost of the studies the Council is considering tonight including both the Lincoln Parkway Pedestrian and Walking Study and the Trunk Highway 246 Corridor Study.

A motion was made by Council Member Peterson White, seconded by Council Member Ness, to approve the professional service agreement for the Lincoln

Parkway Pedestrian and Walking Study by Greenvale Elementary with Bolton and Menk, Inc. The motion carried by the following vote:

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

21. [22-800](#)

Consider Approving Professional Service Agreement for Trunk Highway 246 Corridor Study.

City Engineer/Public Works Director David Bennett introduced the item explaining the purpose of the study. City Administrator Martig commented on the value of the study.

Doug Oines, 1900 Sibley View Lane, addressed the Council in opposition of the study.

A motion was made by Council Member Ness, seconded by Council Member Reister, to approve the professional service agreement for Trunk Highway 246 Corridor Study with Bolton and Menk, Inc. The motion carried by the following vote:

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

22. [22-801](#)

City Council discussion on the 2023 Reclamation and Overlay Project Feasibility Report.

City Engineer/Public Works Director David Bennett introduced the item and introduced William Bauer, Project Manager, from SEH. Bauer presented information on the 2023 Reclamation and Overlay Project Feasibility Report including proposed improvements; arborist review; schedule; estimated project costs; project funding; trail/sidewalk/on-street bikeways; sidewalk improvements; trail improvements; bikeway improvements; and pedestrian crossing safety enhancements and improvements. Bennett added additional information regarding the project.

Bennett recommended the following amendments to the project: keep Peterson Drive sidewalk in the project; remove Prairie Street overlay and streets directly adjacent to include Park Drive and Fareway Drive; and have an alternate bid for Anderson Drive, Sunny View Drive and Sunny View Lane.

Council Members expressed concerns regarding the bikeway on Roosevelt and parking for Tyler Park.

Extend the Meeting

A motion was made by Council Member Reister, seconded by Council Member Peterson White, to extend the meeting until the agenda is complete. The motion carried by the following vote:

Yes: 5 - C. Allen, C. Peterson White, Mayor Pownell, C. Reister, and C. Zuccolotto

No: 1 - C. Ness

22. [22-801](#)

City Council discussion on the 2023 Reclamation and Overlay Project Feasibility Report.

Bennett answered questions from the Council.

This item will be on the January 3, 2023 agenda for approval.

ADMINISTRATORS UPDATE**23. [22-802](#)****City Administrator's Update.**

City Administrator Ben Martig thanked Councilor Allen for serving on the Council. Martig also thanked Council Member Grabau for her service as a Council Member.

Council Member Allen thanked the Council and staff for their help and support while he served his appointed term as Council Member.

Martig reminded the Council of the Holiday Social next Tuesday, December 13 at 5 p.m. at The Reunion.

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

C. Peterson White - EDA Meeting.

C. Reister - Age-Friendly Northfield; NAFRS Personnel Committee Meeting.

C. Zuccolotto - No Report.

C. Allen - No Report.

C. Ness - Intergovernmental Meeting; NAFRS Interviews.

Mayor Pownell - No report.

ADJOURN

A motion was made by Council Member Ness, seconded by Council Member Allen, to adjourn the meeting at 9:10 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