



# City of Northfield

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

## Meeting Agenda

### City Council

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Tuesday, April 17, 2018

6:00 PM

Council Chambers

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

Mayor: Pownell

Councilmembers: Colby, DeLong, Nakasian, Ness, Peterson White, Zweifel

#### APPROVAL OF AGENDA

#### APPROVAL OF MINUTES

1. [18-207](#) April 3, 2018 City Council Meeting Minutes

**Attachments:** [1 - Meeting Minutes April 3, 2018](#)

2. [18-208](#) April 10, 2018 City Council Work Session Minutes

**Attachments:** [1 - Meeting Minutes April 10, 2018](#)

#### CONSENT AGENDA

*Agenda items below are approved by one motion unless a Council member requests separate action. All items approved by majority vote unless noted*

3. [18-209](#) Consider Approving Disbursements totaling \$668,769.50

**Attachments:** [1 - Disbursements 1](#)  
[2 - Disbursements 2](#)

4. [18-210](#) Approve Costs for Council Member Suzie Nakasian to attend the National League of Cities City Summit

**Attachments:** [1 - Hyperlink](#)

5. [18-216](#) Consider Approval of Cost Sharing Agreement with Dakota County for Election Equipment

**Attachments:** [1 - 2018 Cost share Agreement for epollbooks with Dakota Co](#)

6. [18-211](#) Approve miscellaneous/concessions license for Northfield Youth Baseball Association at Sechler Park

7. [18-212](#) Consider Mayoral Appointments

8.     [Res. 2018-040](#)     Consider Resolution Approving Council Administrative Policy "City Administrator Performance Evaluation Process"

**Attachments:**     [1 - Council Administrative Policy Resolution](#)  
                              [2 - City Admin Perf Review - Admin Policy final](#)

9.     [Res. 2018-041](#)     Consider Resolution Accepting Report of the Northfield Ice Arena Advisory Board and Concluding the Board Status as an Advisory Board

**Attachments:**     [1 - Resolution Accepting Report](#)  
                              [2 - 111416 - Updated Facility Condition Assessment](#)  
                              [3 - BK Ice Market Study 031417](#)  
                              [4 - Northfield Economic Impact](#)  
                              [5 - Arena Final Scenerio Summary 3-30-18](#)  
                              [6 - Option 2 Northfield Ice Arena Cost Est. - Expand-Remodel](#)  
                              [7 - Option 3 Northfield Ice Arena Cost Est.-1 sheet-400 seats, addition to St.Olaf](#)  
                              [8 - Option 4A NF Ice Arena Cost Est.-1 Sheet, Pre-eng., Riverview Dr.](#)  
                              [9 - Option 4B NF Ice Arena Cost Est.-2 Sheets, Pre-eng., Riverview Dr.](#)  
                              [10 - Option 4A City Tax Impact - Series 2020 GO Referendum 20yr Options 2018-3-12](#)  
                              [11 - Option 4B City Tax Impact - Series 2020 GO Referendum 20yr Options 2018-3-12](#)  
                              [12 - 180410 Northfield Ice Arena Project Final Council Presentation Supp 1 Update](#)

## OPEN PUBLIC COMMENTS

*Persons may take one opportunity to address the Council for two (2) minutes (not including interpreter's time) on any topic, even if on the agenda, with the condition that they may not speak on the same item later in the meeting. No notification of the Mayor is required. However, speakers are asked to complete a sign up card. Persons wanting a response to a question must submit the question in writing to the recording secretary. Questions must include name and information on how to contact. Comments may also be made electronically until 12:00 noon on the day of the meeting through the eComment (electronic comment) system.*

## REGULAR AGENDA

*Persons that wish to speak on a regular agenda item must provide name and address by completing & submitting a sign up card. Persons may also use the electronic register to speak option on the City's website or contact the City Clerk no later than 12:00 noon on the day of the meeting. Persons may also provide comments through the eComment (electronic comment) system no later than 12:00 noon on the day of the meeting. The Mayor will call up individuals to speak, based on preregistration and cards submitted, after the staff report on an item. Please be respectful of the public's and the Council's time. Members of the public wishing to speak must adhere to the following guidelines:*

- Speak only once for no more than two minutes (not including interpreter's time) on the topic unless the speaker is addressed by the Council;*
- Identify your relationship to the topic;*
- Have a spokesperson or two for your group to present your comments;*
- Persons wanting a response to a question must submit the question in writing to the City Clerk, including name and how you would like to be contacted.*

10.     [Res. 2018-042](#)     Consider Accepting Bids and Awarding Contract for the 2018 Division Street and Seventh Street Reconstruction, Washington Street Mill and Overlay and Various City Parking Lots (STRT2018-A37)

**Attachments:**     [1 - Resolution - 2018 Division & Seventh & Washington - Award](#)  
                          [2 - Project Location Map.pdf](#)  
                          [3 - 149-105-003 Bid Tab](#)  
                          [4 - Project Process - Division & 7th Current.pdf](#)

11.     [18-213](#)             Consideration of a Motion to Approve and Authorize the Mayor and City Clerk to Execute an Electric Easement for Xcel Energy

**Attachments:**     [1 - Proposed Xcel Electric Easement](#)  
                          [2 - Exhibit A - Certificate of Survey](#)  
                          [3 - Existing Xcel Gas Easement](#)  
                          [4 - City of Northfield Easement-Aerial](#)  
                          [5 - Phase I Map for City](#)  
                          [6 - Phase II Map for City](#)  
                          [7 - Northfield Easement Memo](#)

12.     [18-214](#)             Consider Approval of 2018 City Administrator Performance Evaluation Process.

13.     [Res. 2018-043](#)     Consider Resolution calling for a Public Hearing on the Issuance of Conduit Revenue Bonds by the City of Red Wing for a facility in the City of Northfield and authorizing the publication of a notice of the Hearing (Benedictine Living Community of Northfield LLC Project)

**Attachments:**     [1 - Benedictine Living Community Call for Public Hearing](#)  
                          [2 - Benedictine Living Community Kennedy Graven letter re proposed issuance](#)

14.     [Ord. 997](#)             Consideration of Ordinance Amending Section 2-26 of City Code Relating to 2019 and 2020 Mayor and City Council Compensation

**Attachments:**     [1 - Ord Council Compensation](#)  
                          [2 - Ordinance 984](#)

## ADMINISTRATORS UPDATE

15.     [18-215](#)             Upcoming Agenda Items

**Attachments:**     [1 - Upcoming Agenda Items](#)

## REPORTS FROM THE MAYOR AND COUNCILMEMBERS

## ADJOURN

**Note:** *The City Council may take a five minute break during the meeting. All regular City Council meetings end at 9:00 pm unless a simple (4/7) majority of the City Council vote to extend the time.*

**SPECIAL NEEDS:** *If you require special services to attend or participate in a public meeting, please call the City's Administration Office at (507) 645-3001 or e-mail Deb Little, City Clerk, at [deb.little@ci.northfield.mn.us](mailto:deb.little@ci.northfield.mn.us). TDD users can call (507) 645-3030. Please call at least 24 hours before the meeting, if possible.*