



City of Northfield

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

Meeting Agenda

City Council

Monday, August 5, 2024

6:00 PM

Council Chambers

6:00 PM - CITY COUNCIL MEETING AGENDA

CALL TO ORDER

Mayor: Pownell

Councilmembers: Holmes, Ness, Peterson White, Reister, Sokup, Zuccolotto

LISTENING SESSION

Persons may take one opportunity to address the Council on any topic not on the regular agenda. The Council or staff may respond immediately or at a later date, depending on time and complexity. Speakers are encouraged to sign up to speak by 12:00 noon the day of the meeting on the City's website or through the City Clerk's office. Persons will be asked to complete a sign up card if they did not sign up in advance. Comments may also be made electronically until 12:00 noon on the day of the meeting through the eComment (electronic comment) system. Any eComments received for the meeting can be viewed on the City's website.

RECESS

After the listening session portion of the agenda, the Council will take a brief recess to prepare for the remainder of the agenda.

6:30 PM - APPROVAL OF AGENDA

PRESENTATIONS

1. [24-479](#) Presentation on Resolution Proclaiming August 18th Arts Guild Day in Northfield.

Attachments: [1 - Resolution for Arts Guild Day](#)

2. [24-480](#) Quarterly Police Report, Quarter 2, 2024

Attachments: [1 - Police Q2 - 2024 Council Mtg Presentation](#)

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. [24-481](#) Consider Approval of July 9, 2024 City Council Meeting Minutes.

Attachments: [1 - 07-09-2024 Council Minutes](#)

4. [24-482](#) Consider Approval of July 16, 2024 City Council Work Session Minutes.
- Attachments:** [07-16-24 City Council Work Session Minutes](#)
5. [24-483](#) Consider Approving Disbursements totaling \$4,579,550.87
- Attachments:** [1 - Disbursements](#)
 [2 - Disbursements](#)
 [3 - Disbursements](#)
 [4 - Disbursements](#)
6. [24-484](#) Consider Approval of Mayoral Board and Commission Appointment.
- Attachments:** [1 - 08-05-24 Board and Commission Appointment - Redacted Applications](#)
7. [24-485](#) Consider Approval of a Temporary Liquor License for Tanzenwald Brewing Company for August 15, 2024 at the Friends of Downtown Northfield and Riverwalk Market Fair Third Thursday Block Party.
8. [24-486](#) Consider Approval of a Temporary Liquor License for Imminent Brewing, LLC for September 14, 2024
9. [24-487](#) Consider Approval of 2024 Consultant Service Agreement with FiftyNorth and Age Friendly Northfield Steering Committee Related to Age Friendly Northfield (AFN) initiatives.
- Attachments:** [1 - 2024 FIFTYNORTH AND AFN SERVICE CONTRACT DRAFT REDLINE](#)
 [2 - 2024 FIFTYNORTH AND AFN SERVICE CONTRACT DRAFT CLEAN](#)
10. [Res. 2024-079](#) Consider Approval of Updated Administrative Policy (1.02 City Administrator Performance Review Policy).
- Attachments:** [1 - Resolution](#)
 [2 - \(tracked changes\) 1.02 City Administrator Performance Review Policy](#)
 [3 - \(accepted changes\) 1.02 City Administrator Performance Review Policy](#)
11. [Res. 2024-080](#) Consider Resolution Proclaiming August 18th Arts Guild Day in Northfield.
- Attachments:** [1 - Resolution for Arts Guild Day](#)

12. [Ord. 1063](#) Consideration of the Northfield City Council Approves Second Reading of Ordinance No. 1063 Rezoning 1825 Windy Lane, in the City of Northfield, Rice County, Minnesota from AG: Agricultural to CD-S: College Development.

Attachments: [1 - Ordinance](#)
[2 - St Olaf Annexation Existing Zoning & Land Use Map](#)
[3 - St Olaf Annexation Proposed Zoning & Land Use Map](#)
[4 - Public Hearing Notice Mailing & Location Map](#)
[5 - PC Resolution](#)
[6 - Hyperlink to June 20, 2024 Planning Commission Meeting](#)

13. [24-488](#) Consideration of Summary Publication of the Ordinance No. 1063 - Rezoning St. Olaf College Properties From A-S: Agricultural to CD-S: College Development.

Attachments: [1 - Summary Publication](#)

14. [Res. 2024-081](#) Consider Accepting Bids and Awarding Contract - TH 246 East Side Trail Project.

Attachments: [1 - Resolution - TH 246 East Side Trail Project](#)
[2 - Project Location Map](#)
[3 - Bid Tab](#)
[4 - Project Process](#)

15. [24-494](#) Consider Motion Accepting Change Orders for Wastewater Treatment Plant Improvements Project.

Attachments: [1 - Change Order 1 - Exterior Caulking Costs](#)
[2 - Change Order 2 - BAF BFV Replacement Cost Proposal](#)

16. [24-489](#) Consider motion accepting License for Utility to Cross Public Waters with the Minnesota Department of Natural Resources

Attachments: [1 - UWAT013632 Water Crossing License](#)
[2 - Watermain Crossing Spring Creek](#)

PUBLIC HEARINGS AND RELATED ACTION

The public will have the opportunity to speak for or against the issue for a maximum of two (2) minutes (not including interpreter's time) per item. The Mayor will recognize speaker at podium and conversation will be between the Mayor and speaker. Persons must give their name, address, and if representing a business, must give the name of the business or corporation. If an attorney or consultant is representing a client, the client must be identified for the record. Citizens who have material to be handed out shall provide a minimum of 12 copies of the material to the City Administrator. The City Administrator will then pass the information to the appropriate people.

17. [24-490](#) Public Hearing on Sale of Property Located at 1280 Bollenbacher Drive Northfield, Minnesota (PID Nos. 2201351001, 2201351002, 2201351003).

Attachments: [1 - Ice Arena Property Sale Notice of Public Hearing](#)
[1. City Council Supplemental Agenda Background Memo No. 1 for August 5, 2024](#)

18. [Res. 2024-082](#) Consider Resolution Approving the Sale of City-Owned Real Property Located at 1280 Bollenbacher Drive in Northfield, Minnesota (PID Nos. 2201351001, 2201351002, 2201351003) and Dispensing with Review of the Sale by the Northfield Planning Commission.

Attachments: [1 - Resolution](#)
[2 - Purchase Agreement](#)
[3 - Lease Agreement](#)
[4 - Permanent Access, Drainage and Trail Easement Agreement](#)

19. [24-491](#) Public Hearing on Tax Abatement for Transit Hub.

Attachments: [1 - Public Hearing Presentation](#)
[2 - Transit Hub on the Q Block](#)

20. [Res. 2024-083](#) Consider Resolution approving Property Tax Abatements.

Attachments: [1 - DOCSOPEN-#963165-v1-Northfield_SRP_Abate_Util_Equip_2024A_ABATEMEI](#)

21. [Res. 2024-084](#) Consider Resolution Providing for the Issuance and Sale of General Obligation Street Reconstruction, Abatement and Equipment Bonds, Series 2024A in the Proposed Aggregate Principal Amount of \$10,370,000.

Attachments: [1 - DOCSOPEN-#961528-v1-Northfield_SRP_Abate_Util_Equip_2024A_SET_SALE](#)
[2 - PreSaleReport.Northfield.2024A](#)
[3 - Northfield - 2024APresale Bond Sale](#)

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.*

22. [24-492](#) Consideration of Confirmation of City Administrator Nomination of Police Chief.
23. [Ord. 1064](#) Consideration of First Reading of Ordinance 1064 Amendments to Chapter 34 - Land Development Code - Section 3.3.4 Outdoor Lighting Standards, Chapter 16 - Buildings and Building Regulations, and Chapter 46 - Nuisances in Regards to Outdoor Lighting Standards.

Attachments: [1 - Ordinance 1064](#)
[2 - Hyperlink to June 20, 2024 Planning Commission Meeting & Agenda Packet](#)
[3 - Dark Sky background information](#)

24. [Ord. 1065](#) Consideration of Interim Ordinance No. 1065 Related to Development.

Attachments: [1 - Resolution 2019-008 Council Accepting Report of NW Advisory Committee](#)
[2 - Comprehensive Economic Development Plan \(2006\)](#)
[3 - CloudHQ to invest over \\$1 billion in new Chaska data center - Bring Me The News](#)
[4 - Meta data center in Minnesota could spur more development](#)
[5 - Tax Growth Strategy/Benefits and Property Tax Levy](#)
[6 - January 2023 AUAR Background Briefing](#)
[7 - Adopted Alternative Urban Areawide Review](#)
[8 - Planning Commission Memo and Resolution Recommending Interim Ordinance &fc](#)
[9 - Planning Commission revised resolution](#)
[10 - Interim Ordinance Northwest Area](#)

25. [24-500](#) Consideration of Summary Publication of interim emergency Ordinance No. 1065 - To Facilitate Orderly and Economic Growth and Development in the Northwest Area.

Attachments: [1 - Ord. 1065 Summary Publication](#)

ADMINISTRATORS UPDATE

26. [24-493](#) City Administrator's Update.

Attachments: [1 - Upcoming Council Agenda Items \(08-02-24\)](#)

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 Lynette Peterson, City Clerk, at lynette.peterson@ci.northfield.mn.us. TDD users can call (507) 645-3030. Please call at least 24 hours before the meeting, if possible.