



City of Northfield

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

Meeting Agenda

City Council

Tuesday, November 12, 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.

APPROVAL OF AGENDA

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.

1. [24-658](#) Consider Approval of October 15, 2024 City Council Meeting Minutes.

Attachments: [1 - 10-15-2024 Council Minutes](#)

2. [24-659](#) Consider Approving Disbursements totaling \$7,807,106.61

Attachments: [1 - Disbursements](#)

[2 - Disbursements](#)

[3 - Disbursements](#)

[4 - Disbursements](#)

3. [Res. 2024-106](#) Consider Amending Adopted Schedule for 2025 City Council Meetings.

Attachments: [1 - Res. Setting Amended 2025 Council Dates](#)

[2 - 2025 council meeting schedule.updated11.2024](#)

4. [Res. 2024-107](#) Consider Adopting Schedule for 2025 Board and Commission Meetings.
- Attachments:** [1 - Resolution 2025 Board and Commission Schedule](#)
 [2 - 2025 Board and Commission Schedule](#)
 [3 - Board and Commission Updated Calendar - 2025 Update](#)
 [4 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)
 [5 - SUPPLEMENTAL 1 - Resolution 2025 Board and Commission Schedule - Updated](#)
5. [24-660](#) City Administrator Biannual Update Summary of Grants Report per the City Council Grants Policy.
- Attachments:** [1 - 2024 Grant List](#)
 [2 - M2019-121 Grant Management Policy](#)
6. [24-661](#) Consider Approval of 2025-2027 Annual Service Contract for Northfield Historical Society.
- Attachments:** [1 - Northfield Historical Society 2025-2027 Agreement REDLINE DRAFT](#)
 [2 - Northfield Historical Society 2025-2027 Agreement CLEAN DRAFT](#)
 [3 - Northfield Historical Society Certificate of Insurance](#)
 [4 - Northfield Historical Society 2025-2027 Budget Requests](#)
7. [24-662](#) Consider Approval of 2025-2027 Consultant Service Agreement with FiftyNorth and Age Friendly Northfield Steering Committee Related to Age Friendly Northfield (AFN) initiatives.
- Attachments:** [1 - 2025-2027 FiftyNorth and AFN Service Contract - REDLINED DRAFT](#)
 [2 - 2025-2027 FiftyNorth and AFN Service Contract - CLEAN DRAFT](#)
 [3 - Northfield Senior Citizens dba FiftyNorth](#)
 [4 - 2024.9.4 25-27 Budget Request \(Updated 09-24\)](#)
 [5 - AFN Mid Year Report to City 2024](#)
8. [24-663](#) Consider Approval of 2025-2027 Consultant Service Contract with Northfield Healthy Community Initiative (HCI) related to the Northfield Youth Investment Program.
- Attachments:** [1 - 2025-27 HCI Youth Investment Contract - REDLINE DRAFT](#)
 [2 - 2025-27 HCI Youth Investment Contract - CLEAN DRAFT](#)
 [3 - 2024 HCI Certificate of Insurance](#)
11. [Res. 2024-109](#) Consider Resolution adopting the Waste Load Allocation Implementation Plan.
- Attachments:** [1 - Resolution - Storm Water Waste Load Implementation Plan](#)
 [2 - Waste Load Allocation Implementation Plan Final Report](#)

12. [24-665](#) Consider Approval of Construction Manager Contract for New Ice Arena.
- Attachments:** [1 - A133-2019 - Std Agreement 10252024](#)
 [2 - A133 ExA-GMPA 10252024](#)
 [3 - A133 ExB Ins Bonds 10252024](#)
 [4 - A201-2017 - GenConds 10252024](#)
13. [Ord. 1068](#) Consideration Second Reading of Ordinance No. 1068 Rezoning 1280 Bollenbacher Dr., in the City of Northfield, Rice County, Minnesota from PI-S: Public Institutional to C2-B: Highway Commercial.
- Attachments:** [1 - Ordinance](#)
 [2 - PC Resolution 2024-006](#)
 [3 - Location Map](#)
14. [24-666](#) Consideration of Summary Publication of the Ordinance No. 1068 - Rezoning 1280 Bollenbacher Dr. From PI-S: Public and Institutional to C2-B: Highway Commercial.
- Attachments:** [1 - Summary Publication](#)
15. [Ord. 1069](#) Consider Second Reading of Ordinance 1069 Vacating Drainage and Utility Easements within 1280 Bollenbacher Drive.
- Attachments:** [1 - Ordinance 1069](#)
16. [24-667](#) Summary Publication of Ordinance No. 1069 Vacating Drainage and Utility Easements within 1280 Bollenbacher Drive.
- Attachments:** [1 - Summary Publication](#)
17. [Ord. 1070](#) Consideration Second Reading of Ordinance No. 1070 Rezoning Outlot A, Cannon Commercial Center 2nd Addition from PI-S: Public Institutional to PB-S: Public Benefit District.
- Attachments:** [1 - Ordinance](#)
 [2 - PC Resolution 2024-007](#)
 [3 - Location Map](#)
18. [24-668](#) Consideration of Summary Publication of the Ordinance No. 1070 - Rezoning Outlot A, Cannon Commercial Center Second Addition From PI-S: Public & Institutional to PB-S: Public Benefit District.
- Attachments:** [1 - Summary Publication](#)
19. [Res. 2024-110](#) Decertification of Aurora Economic Development TIF District
- Attachments:** [1 - Resolution](#)

20. [Res. 2024-111](#) Decertification of Hiley Neff Housing Development TIF District
- Attachments:** [1 - Resolution](#)
21. [24-669](#) Consider Calling for a Public Hearing to Consider Sale of Property in Northfield for Northfield Hospital + Clinics.
- Attachments:** [1 - NH+C Property Sale Notice of Public Hearing](#)
[2 - NH+C Sale Request](#)
[3 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)

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.

22. [24-670](#) Public Hearing to certify 2024 Delinquent bills.
- Attachments:** [1 - 2024 Certification Letter](#)
[2 - 10-31-24 City Council Certification List](#)
[3 - Public Hearing Notice Northfield News](#)
[4 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)
23. [Res. 2024-112](#) Consider certifying delinquent charges to taxes payable 2025.
- Attachments:** [1 - Resolution certifying delinquent charges to taxes payable 2025](#)
[2 - 10-31-24 City Council Certification List](#)

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.*

24. [Res. 2024-113](#) Approve Abstract of Votes Cast at the November 5, 2024 General Election.
- Attachments:** [1 - Res. Abstract of Votes](#)
 [2 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)
 [3 - SUPPLEMENTAL 1 - Res. Abstract of Votes](#)
 [4 - SUPPLEMENTAL 1 - Abstract of Votes.2024General](#)
25. [Res. 2024-114](#) Resolution to Execute a Development Agreement with Manawa, LLC for the Archer.
- Attachments:** [1 - Resolution](#)
 [2 - Presentation](#)
 [3 - Development Agreement](#)
 [4 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)
 [5 - SUPPLEMENTAL 1 - Archer Plaza](#)
26. [Res. 2024-115](#) Council Resolution to Create a New Redevelopment Tax Increment Financing District and a TIF Assistance Agreement for the Archer Redevelopment Project.
- Attachments:** [1 - Resolution](#)
 [2 - Archer Final TIF Agreement](#)
 [3 - TIF Plan](#)
 [4 - PH Affidavitvity_Archer TIF_11-7-23](#)
27. [Res. 2024-116](#) Consider Resolution Approving Plans and Specifications and Authorizing Advertisement for Bid for Water Treatment Plant Project.
- Attachments:** [1 - Res. Approve Plans and Spec Authorize Ad for Bid](#)
 [2 - Water Treatment Plant Presentation](#)
 [3 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)
 [4 - SUPPLEMENTAL 1 - Water Treatment Plant Memo](#)

28. [24-671](#) Review and Discussion of Amendments to Chapter 34 - Land Development Code Related to Industrial and Agricultural Use Regulations and Re-zoning of Property.

Attachments:

- [1 - Link to 2008 Comprehensive Plan](#)
- [2 - Link to 2021-2024 Strategic Plan](#)
- [3 - Link to Alternative Urban Areawide Review page](#)
- [4 - Link to 2019 Climate Action Plan](#)
- [5 - I1 Zoning Amendments Redline](#)
- [6 - I1 Zoning Amendments Additions](#)
- [7 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)
- [8 - SUPPLEMENTAL 1 - ndustry and agriculture](#)

ADMINISTRATORS UPDATE

29. [24-672](#) City Administrator's Update.

Attachments: [1 - Upcoming Agenda Items \(11-07-24\)](#)

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.