



# City of Northfield

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

## Meeting Agenda - Final City Council

---

Tuesday, October 17, 2017

6:00 PM

Council Chambers

---

### 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. [17-1068](#) October 3, 2017 City Council Meeting Minutes

**Attachments:** [Meeting Minutes Oct 3 2017](#)

### PRESENTATIONS

2. [17-1069](#) Presentation of the Minnesota Association of Library Friends "Stand Up for Standout Friends" 2017 Award to William "Bill" North.

**Attachments:** [1 - Application](#)  
[2 - MALF Award recommendation LYoung for BNorth](#)  
[3 - Bill North photos](#)

### 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. [17-1070](#) Consider Approving Disbursements totaling \$1,063,666.52

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

4. [Res. 2017-099](#) Consider Resolution Proclaiming the Week of October 17-21, 2017 As Friends and Foundation of the Northfield Public Library Week.

**Attachments:** [1 - Proclamation FFOL week](#)

5.     [Res. 2017-098](#)     Consider Resolution Authorizing Staff Initiation of the City of Northfield Strategic Plan (2018-2020) Action Plan Implementation.
- Attachments:**     [1 - Resolution Strategic Action Plan 2018-2020 Implementation](#)  
                          [2 -Strategic Plan \(2018-2020\) Action Plan](#)
6.     [17-1071](#)             Consideration of 2018 Dental, Health, and Life Benefits Renewal.
- Attachments:**     [1 - PEIP Group Health, Life, AD&D Renewal Letter](#)  
                          [2 - MetLife Dental Plan Renewal letter](#)  
                          [3 - PEIP Advantage High Option 2017-18](#)  
                          [4 - PEIP Advantage HSA Option 2017-18](#)  
                          [5 - PEIP Advantage Value Option 2017-18](#)
7.     [Res. 2017-100](#)     Consideration to Accept Meadows Park Name.
- Attachments:**     [1 - Resolution Officially Naming "Meadows Park".doc](#)  
                          [2 - Motion M2017-057.pdf](#)  
                          [2 - Naming Meadows Park.pdf](#)
8.     [Res. 2017-089](#)     Consider Resolution Approving a Floodplain Conditional Use Permit to Allow a Building Design Where the Lowest Floor Elevation will be Lower than the Predicated Flood Elevation (BFE) for the Northfield Fire Station Expansion Project.
- Attachments:**     [1 - Resolution](#)  
                          [2 - Area Map](#)  
                          [3 - Landscape Context Plan L-101](#)  
                          [4 - Landscape Plan Overview L-102](#)
9.     [Res. 2017-090](#)     Renew Master Partnership Contract with MnDOT.
- Attachments:**     [1 - Master Agreement Resolution](#)  
                          [2 - Master Partnership Contract 04-20-2017](#)
10.    [Res. 2017-091](#)     Consider Resolution for 2017 MnDOT Local Road Improvement Program (LRIP) Grant Submittal for Trunk Highway 246 and Jefferson Parkway Roundabout Improvement
- Attachments:**     [1 - Res Local Road Improvement Program Grant](#)  
                          [2 - LRIP Location Map](#)

11. [Res. 2017-092](#) Consideration to Accept Public Improvements and Accept Final Payment - Well House No. 06.

**Attachments:**      [1 - Final Pay Resolution](#)  
                                 [2 - Cert of Final Acceptance](#)  
                                 [3 - Pay Request Final](#)  
                                 [4 - Final Funding Breakdown](#)

## 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.*

12. [Res. 2017-093](#) Consider Resolution Trunk Highway 3 and Third Street Intersection Project Accepting Public Improvements and Approving Final Payment for the 2015 Trunk Highway 3 and Third Street Intersection Project: Project (STRT2015-A24).

**Attachments:**      [1 - Resolution - Accept Imp and Final Pay](#)  
                                 [2 - Final Project Funding Breakdown](#)  
                                 [3 - Certificate of Final Acceptance](#)  
                                 [4 - Pay #7 FINAL](#)

13. [Res. 2017-094](#) Consider Permanent Highway Easement for Rice County State Aid Highway 1.

**Attachments:**      [1 - CSAH 1 Easement Location Figure](#)  
                                 [2 - Resolution CSAH 1 Easement](#)  
                                 [3 - Nfld - Easement Document final](#)

14. [17-1073](#) Consideration of NDDC Contract for Services (2018-2020).
- Attachments:** [1 - 2018 City of Northfield and NDDC Proposed Contract](#)  
[2 - NDDC 2017 Mid-Year Report Cover Letter](#)  
[3 - NDDC Mid Year Report 2017](#)  
[4 - NDDC Funding Request 2017 Sept.5](#)  
[5 - NDDC Funding Request Summary Points Sept. 5](#)  
[6 - 2017 NDDC Contract](#)
15. [Res. 2017-095](#) Consider Adoption of Utility Rates for 2018.
- Attachments:** [1 - Res 2017 Utility Rate Increase Resolution](#)  
[2 - Utility Rates and expense summary -2018](#)
16. [Res. 2017-096](#) Consider Accepting Feasibility Report and Call for Improvement Hearing - 2018 Division Street and Seventh Street Reconstruction, Washington Street Mill and Overlay, and Miscellaneous Parking Lot Rehabilitations Project.
- Attachments:** [1 - Res - Accept Feasibility and Call for Public Hearing](#)  
[2 - 2018 Street Improvements Website](#)  
[3 - Division & Seventh Preferred Concept](#)  
[4 - Project Process - Division & 7th](#)  
[5 - Project Location Map](#)  
[6 - Division and Seventh Concepts 1-3](#)  
[7 - 2018 Street Improvements Feasibility Report](#)  
[8 - CIP Project Details](#)
17. [Res. 2017-097](#) Consider Ordering Preparation of Plans and Specifications for the 2018 Division Street and Seventh Street Reconstruction, Washington Street Mill and Overlay, and Miscellaneous City Parking Lot Rehabilitations.
- Attachments:** [1 - Res. Ordering Preparation of Plans](#)  
[2 - Project Process - Division & 7th](#)  
[3 - Preferred Concepts](#)  
[4 - Funding Tables](#)

## ADMINISTRATORS UPDATE

18. [17-1074](#) Upcoming Agenda Items
- Attachments:** [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.*