



# City of Northfield

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

## Meeting Agenda

### City Council

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Tuesday, July 9, 2024

6:00 PM

Council Chambers

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#### 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 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. [24-438](#) Presentation on Resolution of Support for the Approval of National Endowment for the Arts (NEA) Grants for Arts Projects Grant Application

**Attachments:** [1 - CITY OF NORTHFIELD GAP RESOLUTION FINAL](#)  
[2 - Bridge Square Waterstreet Presentation - MMYLES 2024](#)  
[3 - 7/9 council presentation NEA GAP bridge Square.pptx](#)  
[4 - link to Council Policy: 4.11 Grants Management Policy](#)

##### 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.

2. [24-439](#) Consider Approval of June 18, 2024 City Council Meeting Minutes.

**Attachments:** [1 - 06-18-2024 Council Minutes](#)

3.     [24-440](#)             Consider Approval of June 25, 2024 City Council Emergency Meeting Minutes.
- Attachments:**     [1 - 06-25-2024 Emergency Council Meeting Minutes](#)
4.     [24-441](#)             Consider Approving Disbursements totaling \$6,240,922.52
- Attachments:**     [1 - Disbursements](#)  
                          [2 - Disbursements](#)  
                          [3 - Disbursements](#)
5.     [24-442](#)             Consider Approval of Mayoral Board/Commission Youth Appointment.
6.     [Res. 2024-069](#)        Consider Resolution Appointing Election Judges for the 2024 Primary and General Elections.
- Attachments:**     [1 - Res. Appointing Election Judges Primary and General Elections](#)  
                          [2 - Exhibit A Primary and General List](#)
7.     [Res. 2024-070](#)        Consider Resolution Accepting \$22,267.70 from the Minnesota Secretary of State Office in Presidential Nomination Primary Reimbursement Funds.
- Attachments:**     [1 - Resolution Presidential Nomination Primary Reimbursement 2024](#)  
                          [2 - Minnesota Statute 207A.15](#)
8.     [24-443](#)             Consider approval of Edible Cannabinoid Licenses.
- Attachments:**     [1 - 2024-2025 Cannabinoid Renewals](#)  
                          [2 - City Code - Cannabinoids](#)
9.     [Res. 2024-071](#)        Approve application for premises permit for the Defeat of Jesse James Days Committee, Inc. at Froggy Bottoms River Pub.
- Attachments:**     [1 - Premises permit resolution](#)
10.    [Ord. 1062](#)            Consideration of Second Reading of Ordinance No. 1062 Amending Section 2-26 of City Code Relating to 2025 and 2026 Mayor and City Council Compensation.
- Attachments:**     [1 - Ord. 1062 Council Salaries](#)  
                          [2 - Ord. 1040 Council Salaries 07-12-2022](#)
11.    [24-448](#)             Consideration of Summary Publication of Ordinance No. 1062 Amending Section 2-26 of City Code Relating to 2025 and 2026 Mayor and City Council Compensation.
- Attachments:**     [1 - Ord. 1062 Summary Publication](#)

12.     [Res. 2024-072](#)     Approve the Northfield Fire Relief Association request for fire relief pension benefits

**Attachments:**     [1 - Resolution - Pension Level Increase](#)  
                          [2 - Addendum "A"](#)  
                          [3 - NAFRS Res. 2024-004.pdf](#)  
                          [4 - Form SC-24](#)  
                          [5 - Actuarial Valuation Report](#)  
                          [6 - Current NFRA Bylaws](#)

13.     [Res. 2024-073](#)     Consider Resolution of Support for the Approval of National Endowment for the Arts (NEA) Grants for Arts Projects Grant Application

**Attachments:**     [1 - CITY OF NORTHFIELD GAP RESOLUTION FINAL](#)  
                          [2 - Council Policy: 12.1 Art in Public Places](#)  
                          [3 - NEA Grants for Arts Projects: Program Description Webpage](#)

14.     [24-444](#)             Consider Approving Professional Service Agreement for the 2026 Mill and Overlay & Mill Towns Trail Project.

**Attachments:**     [1 - Consultant-professional services contract Bolton and Menk](#)  
                          [2 - Project Location Map](#)  
                          [3 - 2026 Mill and Overlay & MTT Improvements RFP](#)  
                          [4 - Project Process - 2026 Mill and Overlay & MTT Improvements](#)  
                          [5 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)  
                          [6 - SUPPLEMENTAL 1 - Bolton Menk Contract - 2026 M&O Improvements](#)

15.     [24-445](#)             Consider Approving Professional Service Agreement for the 2026 Spring Creek Road Reconstruction & Mill Towns Trail Improvements Project.

**Attachments:**     [1 - Consultant-professional services contract Bolton and Menk](#)  
                          [2 - Project Location Map](#)  
                          [3 - Request for Proposals for 2026 Reconstruction](#)  
                          [4 - 2026 Spring Creek Road Reconstruction Project Process - Current](#)  
                          [5 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No.](#)  
                          [6 - SUPPLEMENTAL 1 - Bolton Menk Contract - 2026 Spring Creek Road Improver](#)

16. [Res. 2024-074](#) Approval of Redevelopment Grant Application to the Department of Employment and Economic Development (DEED)
- Attachments:** [1 - Resolution](#)  
[2 - 115 5th Street West - Asbestos Survey Report](#)  
[3 - Asbestos Abatement Bid Northfield News Building](#)  
[4 - DEED Redevelopment Application\\_In-process](#)  
[5 - Council Policy: 4.11 Grant-Management-Policy](#)
17. [Ord. 1063](#) Consideration of The Northfield City Council approves first reading 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](#)
18. [Res. 2024-075](#) Consideration of Resolution Approving A Final Plat for Cedar Meadows.
- Attachments:** [1 - Resolution](#)  
[2 - Location Map](#)  
[3 - Cedar Meadows Final Plat](#)  
[4 - Final Civil Set Plans](#)
19. [Res. 2024-076](#) Consideration of Development Agreement Resolution for Cedar Meadows.
- Attachments:** [1 - Resolution](#)  
[2 - Exhibit A - Cedar Meadows Development Agreement \(1st Phase\)](#)

## 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.

20.     [Res. 2024-077](#)     Consideration of Resolution Order Feasibility Report 2026 Spring Creek Road Reconstruction and Mill Towns State Trail Improvements Project STRT2026-A84 (which rescinds Resolution 2024-056 and approving resolution Ordering the Feasibility Report 2026 Spring Creek Road Reconstruction and Mill Towns State Trail Improvement Project).

**Attachments:**     [1 - Res Order Feasibility Report](#)  
                          [2 - Resolution 2024-056 Order Feasibility Report](#)  
                          [3 - Project Process](#)  
                          [4 - Hyperlink June 11 meeting \(see agenda item #2 for discussion\)](#)

21.     [Res. 2024-078](#)     Consider approval of a Resolution Supporting and Requesting the Turnback of Trunk Highway 246 from County Road 1 to Trunk Highway 3 from MnDOT to the City of Northfield.

**Attachments:**     [1 - Res - TH-246 Turnback support](#)  
                          [2 - NTAC 246 Resolution 2024-003 Final](#)  
                          [3 - TH-246 Final Report](#)  
                          [4 - SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo No. 1](#)  
                          [5 - SUPPLEMENTAL 1 - 2024-07-09\\_TH246 City Council Presentation](#)

22.     [24-446](#)             Consideration of Northfield Planning Commission and Northfield Economic Development Authority Recommendation Options Related to an Interim Ordinance to Temporarily Limit Development in the Northwest Area to Orderly Plan for Development of the Northwest Area.

**Attachments:**     [1 - NW Area Development Presentation](#)  
                          [2 - Revised PC Resolution 2024-002 NW Area](#)  
                          [3 - EDA Resolution 2024-003 NW Area](#)  
                          [4 - 2019 NW area committee resolution](#)  
                          [5 - Link to AUAR Website](#)  
                          [6 - EDA Meeting June 2024 \(see item #5 and mtg. materials\)](#)  
                          [7 - PC Meeting February \(at the 43:20 minute mark\)](#)  
                          [8 - PC Meeting February 2024 PC Excerpt Supplemental Memo \(not available on agenda\)](#)

## ADMINISTRATORS UPDATE

23.     [24-447](#)             City Administrator's Update.

**Attachments:**     [Upcoming Council Agenda Items \(07-03-24\)](#)

## 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](mailto:lynette.peterson@ci.northfield.mn.us). TDD users can call (507) 645-3030. Please call at least 24 hours before the meeting, if possible.*