



# City of Northfield

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

## Meeting Agenda

### City Council

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Tuesday, May 15, 2018

4:30 PM

Council Chambers

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Closed City Council Meeting 4:30 pm; Regular Meeting 6:00 pm.

#### 4:30 PM - CLOSED MEETING AGENDA CALL TO ORDER

*Mayor: Pownell*

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

1. [18-259](#) Closed special meeting pursuant to Minn. Stat. § 13D.05, subd. 3(a) for the evaluation of the performance of Ben Martig, City Administrator.

#### ADJOURN

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

*Mayor: Pownell*

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

#### APPROVAL OF AGENDA

#### APPROVAL OF MINUTES

2. [18-260](#) May 1, 2018 City Council Meeting Minutes  
**Attachments:** [1 - Meeting Minutes May 1 2018](#)
3. [18-261](#) May 8, 2018 City Council Work Session Minutes  
**Attachments:** [1 - Meeting Minutes May 8 2018](#)

#### PRESENTATIONS

4. [18-262](#) Presentation - Stormwater Pollution Prevention Poster Contest Winners  
**Attachments:** [1 - 2018 Winners](#)  
[2 - 2nd and 3rd Grade Winners](#)  
[3 - 4th and 5th Grade Winners](#)

5.     [18-263](#)             Recognition of Graduating Northfield High School Seniors serving on Boards and Commissions

## 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*

6.     [18-264](#)             Consider Approving Disbursements totaling \$731,261.59

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

7.     [18-265](#)             Consider miscellaneous/concessions license for Northfield Senior Center Popcorn Wagon

8.     [18-266](#)             Consider Approval of Temporary Liquor Licenses for the Defeat of Jesse James Days Committee

**Attachments:**        [1 - DJJD tasting event conditions](#)

9.     [18-267](#)             Consider Community Event In-Kind Grant Support

**Attachments:**        [1 - event list 2018](#)  
                              [2 - events anticipated for 2018 - updated 5 10 2018](#)  
                              [3 - Hyperlink Community Event Page](#)

10.    [18-268](#)             Approve Mayoral Appointments

11.    [18-269](#)             Consider Termination of Contract Between Owner and Architect, Construction Manager as Adviser Edition with DJ Medin Architects

**Attachments:**        [1 - 2017 Medin AIA Document B132 2017](#)

12.    [18-270](#)             Consider Approval of AIA Document B101 - 2007 Standard Form of Agreement Between Owner and Architect with DJ Medin Architects

## 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.*

## 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 Chair will recognize speaker at podium and conversation will be between Chair 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.

13.     [18-271](#)                   Public Hearing for the City of Northfield to give host approval to the issuance of Senior Housing Facility Revenue Bonds (Benedictine Living Community of Northfield LLC Project) by the City of Red Wing, Minnesota

**Attachments:**     [1 - Northfield BHS 2018 COOPERATIVE AGREEMENT](#)  
                          [2 - Northfield BHS 2018 HOUSING PROGRAM 050818](#)  
                          [3 - Benedictine Living Community Kennedy Graven letter re proposed issuance](#)

14.     [Res. 2018-052](#)               Consider resolution for the City of Northfield to give host approval to the issuance of Senior Housing Facility Revenue Bonds (Benedictine Living Community of Northfield LLC Project) by the City of Red Wing, Minnesota

**Attachments:**     [1 - Benedictine Resolution](#)  
                          [2 - Northfield BHS 2018 COOPERATIVE AGREEMENT](#)  
                          [3 - Northfield BHS 2018 HOUSING PROGRAM 050818](#)

15.     [18-272](#)                   Public Hearing for Liquor License for Kyoko Properties LLC - 519 Division Street S.

**Attachments:**     [1 - Armory Square Site Plans](#)  
                          [2 - Public Hearing Notice](#)  
                          [3 - 519DivisionSt. 350 map](#)

16.     [18-273](#)                   Consider Approval of Liquor Licenses for Kyoko Properties LLC at 519 Division Street S.

**Attachments:**     [1 - Armory Site Plans](#)

## 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.

17. [Res. 2018-053](#) Consider Resolution Awarding Bid from the Sale of \$4,215,000 General Obligation Improvement Bonds, Series 2018A for the NAFRS Expansion Project

**Attachments:** [1 - Northfield\\_GO\\_CIP\\_2018A\\_AWARD\\_RESOLUTION draft](#)  
[2 - POS.Northfield.2018A](#)  
[3- S&P Northfield Series2018A Rating\\_5-10-2018](#)

18. [Res. 2018-054](#) Consider Adopting Assessments for the 2018 Division Street and Seventh Street Reconstruction and Washington Street Mill and Overlay Project

**Attachments:** [1 - 2018 Division & Seventh Adopt Assessments](#)  
[2 - Project Process - Division & Seventh Current.pdf](#)  
[3 - 2018 Assessment Roll - Alt 1](#)  
[4 - 2018 Assessment Roll - Alt 2](#)

19. [Res. 2018-055](#) Consideration of Bluff View Preliminary Plat

**Attachments:** [1 - Resolution](#)  
[2 - Bluff View Area Map](#)  
[3 - Ford Street Plan](#)  
[4 - Bluff View Preliminary Plat](#)

20. [Res. 2018-056](#) Summary of conclusions of the evaluation of the performance of Ben Martig, City Administrator, pursuant to Minn. Stat. §13D.05, subd. 3 and consider approval of salary increase.

**Attachments:** [1 - Resolution Option - 1 step increase](#)  
[2 - Resolution Option - No Increase](#)  
[3 - Resolution option - open ended](#)

## ADMINISTRATORS UPDATE

21. [18-274](#) City Administrator's Update

**Attachments:** [1 - 2018\\_05\\_15 City Administrator Update](#)  
[2 - Upcoming Agenda Items11-May-2018-10-31-16](#)

## 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.***