



City of Northfield

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

Meeting Agenda

City Council

Tuesday, June 4, 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 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. [24-349](#) Presentation - Stormwater Pollution Prevention Poster Contest Winners.

Attachments: [1 - 2024 Poster Contest Winners](#)

[2 - Posters and Certificates](#)

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. [24-350](#) Consider Approval of May 20, 2024 City Council Closed Meeting Minutes.

Attachments: [05-20-2024 Closed Meeting Minutes](#)

3. [24-351](#) Consider Approval of May 21, 2024 City Council Meeting Minutes.

Attachments: [1 - 05-21-2024 Council Meeting Minutes](#)

4. [24-352](#) Consider Approval of May 28, 2024 City Council Closed Meeting Minutes.
Attachments: [1 - 05-28-2024 Closed Meeting Minutes](#)
5. [24-353](#) Consider Approving Disbursements totaling \$1,533,028.22
Attachments: [1 - Disbursements](#)
[2 - Disbursements](#)
6. [24-354](#) Consider Authorizing and Directing Execution of Check for Statutory Costs and Disbursements.
Attachments: [1 - MCRO_66-CV-23-2091_Order Granting Motion_2024-02-11_20240212095034](#)
[2 - MCRO_66-CV-23-2091_Judgment_2024-04-12_20240513100122](#)
7. [24-355](#) Consider Adjustment of Prior Mayoral Board/Commission Youth Appointment.
8. [Res. 2024-054](#) Approve Application for Off-Site Gambling Premises Permit for the Defeat of Jesse James Days Committee, Inc. at Northfield Ballroom, 450 Montessori Court, on September 4, 2024.
Attachments: [1 - Premises permit resolution](#)
9. [24-356](#) Consider Amendments to Council Policies to include Amendments to Council Rules of Business and Appendices and Board/Commission Rules of Business and Appendices.
Attachments: [1 - Resolution Approving Council Policies](#)
[2 - 1.05 Council Rules of Business.redlined](#)
[3 - 1.06 Board and Commission Rules of Business](#)
[4 - SUPPLEMENTAL 1 - 06-04-24 City Council Meeting Supplemental No. 1](#)
10. [Ord. 1061](#) Consider Second Reading of Ordinance 1061 Amending the City Code of Ethics, Establishing a Uniform Set of Procedures for Boards and Commissions, and Moving and Consolidating Language Located in Various Chapters of City Code (Chapters 2, 22, 34, 42 and 54) Related to Boards and Commissions into Chapter 2 of City Code (Second Reading).
Attachments: [1 - Ordinance 1061 - Boards and Commissions](#)
[2 - Board and Commission Governance Ordinance Update Presentation](#)
[3 - 5/21 SUPPLEMENTAL 1 - City Council Supplemental Agenda Background Memo](#)
[4 - 5/21 SUPPLEMENTAL 1 - Combined Ordinance - boards and commissions restruct](#)
[5 - 5/21 SUPPLEMENTAL 1 - Board and Commission Governance Ordinance Update](#)

11. [24-357](#) Summary Publication of Ordinance No. 1061 Amending Northfield City Code, Chapters 2, 22, 34, 42 and 54 Related to the Code of Ethics and Establishing a Uniform Set of Procedures for City Boards and Commissions

Attachments: [1 - Ord. 1061 Summary Publication](#)

12. [Res. 2024-055](#) Consider Approving Plans and Specifications and Order Advertisement for Bids for the TH 246 East Side Trail Project.

Attachments: [1 - Resolution Approve Plans and Specs](#)
[2 - Project Location Map](#)
[3 - Project Process TH 246 East Side Trail_Current](#)
[4 - Draft Final 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.*

13. [Res. 2024-056](#) Consideration of Resolution Ordering Preparation of Feasibility Report for the 2026 Spring Creek Road Reconstruction and Mill Towns Trail Improvements Project.

Attachments: [1 - Res Order Feasibility Report](#)
[2 - Project Process](#)
[3 - 2026 Spring Creek Road Reconstruction and MTT Improvements Project Location Map](#)
[4 - 2026 Spring Creek Road Reconstruction and MTT Improvements Project Approve F](#)

14. [Res. 2024-057](#) Consideration of Resolution Ordering Preparation of Feasibility Report for the 2026 Mill & Overlay and Mill Towns Trail Improvements Project.

Attachments: [1 - Res Order Feasibility Report](#)
[2 - Project Process](#)
[3 - 2026 Mill and Overlay and MTT Location Map](#)
[4 - 2026 Mill & Overlay MTT Trail Presentation](#)

15. [24-358](#) Review the proposed 2025 Northfield Area Fire & Rescue Service Budget and Capital Equipment Plan and Related City of Northfield of Fire Department 2025 Contribution.

Attachments: [1 - 2025 NAFRS Draft - Member contributions breakdowns Ops & CapX - Rev May](#)
[2 - NAFRS 2024 April close vs budget plus 2025 prelim](#)
[3 - 2025-2034 CEP_DRAFT TMN Revisions with 8125 Contract amt](#)
[4 - NAFRS budget trend \(2016-2025\)](#)

16. [24-367](#) Review Resolution Approving New Ice Arena Funding Partnership and Architect Contract.

Attachments: [1 - Res Ice Arena Partnership](#)
[3 - Northfield School District Ice Arena 2024 Letter of Support](#)
[4 - Dundas Res of Support 20240529_093811](#)
[5 - NHA Letter to City 04.22.2024](#)
[6 - Ice Arena - Project Schedule 4-30-24](#)
[7 - Ice Arena Bonds Updated Tax Impacts \(School at 200k\) 2024-04-30](#)
[8 - 060424 Council Ice Arena Presentation](#)
[9 - Background 050724 Council Ice Arena Presentation](#)

ADMINISTRATORS UPDATE

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

17. [24-359](#) City Administrator's Update.

Attachments: [1 - Upcoming Agenda Items \(05-31-24\)](#)
[2 - 2025-2026 Budget Calendar as of May 2024](#)

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.