



# 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 21, 2019

6:00 PM

Council Chambers

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

Mayor: Pownell

Councilmembers: DeLong, Grabau, Nakasian, Ness, Peterson White, Zweifel

#### APPROVAL OF AGENDA

#### APPROVAL OF MINUTES

1. [19-872](#) May 7, 2019 City Council Meeting Minutes

**Attachments:** [Meeting Minutes May 7, 2019](#)

#### PRESENTATIONS

2. [19-873](#) Presentation - Stormwater Pollution Prevention Poster Contest Winners

**Attachments:** [1 - 2019 Winners Names, Place & School](#)  
[2 - 2nd and 3rd Grade Winners Certificates and Drawings](#)  
[3 - 4th and 5th Grade Winners Certificates and Drawings](#)

3. [19-874](#) Recognition of Graduating Northfield High School Seniors serving on Boards and Commissions

**Attachments:** [TMP-5042.docx](#)

4. [19-875](#) Presentation Recognizing Isabella Callery for top honors at the Poetry Out Loud National Finals, May 1, 2019.

5. [19-876](#) Presentation of report from the Northfield Downtown Development Corporation (NDDC).

**Attachments:** [1- 2018 Year-End Report pdf present.](#)  
[2 - NDDC 2018 Year End Financial Report](#)  
[3 - NDDC Motion M2017-116](#)

#### 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.     [Res. 2019-045](#)     Consider Accepting Bids and Awarding Contract - 2018 Spring Creek Road Bridge Replacement.

**Attachments:**     [1 - Resolution - 2018 Spring Creek Bridge Replacement Project](#)  
                          [2 - 2019 Spring Creek Rd Bridge Location Map](#)  
                          [3 - Bid Tabulation](#)  
                          [4 - Project Process - Spring Creek Bridge](#)

7.     [Res. 2019-046](#)     Consider Declaring Amount to be Assessed - 2019 Street Reclamation Project.

**Attachments:**     [1 - Resolution 2019 Street Reclamation Project Amount to be Assessed](#)  
                          [2 - Project Process](#)  
                          [3 - North Area Benefit Appraisal Properties](#)  
                          [4 - South Area Benefit Appraisal Properties](#)  
                          [5 - Standards for Front Footage](#)  
                          [6 - Draft Assesment Roll](#)  
                          [7 - Typical Standard Lot - John North Area](#)  
                          [8 - Typical Twin Home Lot - John North Area](#)  
                          [9 - Typical Cul-de-sac Single Family Lot - Blue Stem Courn](#)  
                          [10 - Typical Single Family Lot - Third Street Area](#)  
                          [11 - Funding Tables](#)

8.     [19-877](#)             Consider Approving Mayoral Board/Commission Youth Appointments.

9.     [19-878](#)             Consider Community Event In-Kind Grant Support.

**Attachments:**     [1 - event list 2019 - 2](#)  
                          [2 - Hyperlink Community Event Page](#)

10.    [19-879](#)             Consider Approving Disbursements totaling \$961,152.89

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

11.    [19-880](#)             Consider approval of Alternate Work Schedules Council Administrative Policy.

**Attachments:**     [Administrative Policy Alternative Work Arrangements](#)

12.    [19-881](#)             Consider miscellaneous/concessions license for FiftyNorth Popcorn Wagon.

13.    [Res. 2019-047](#)     Consider Resolution of Recognition to Isabella Callery for the “2019 Poetry Out Loud National Champion” Award.

**Attachments:**     [Poetry Out Loud resolution Isabella Callery](#)

14. [Res. 2019-048](#) 2019 Street Reclamation Project - Call for Assessment Hearing.

**Attachments:** [1 - 2019 Resolution 2019 Street Reclamation Project Call for Assessment Hearing](#)  
[2 - 2019 Draft Assessment Roll](#)  
[3 - Project Process](#)  
[4 - Funding Tables](#)

## 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.*

15. [19-882](#) Public Hearing for Ordinance vacating drainage easements in Locust Development 3rd Addition.

**Attachments:** [1 - Ordinance](#)  
[2 - Locust Vacation Map](#)

16. [Ord. 1004](#) Consider Ordinance vacating a Drainage Easement on the Locust Development 3rd Addition

**Attachments:** [1 - Ordinance](#)  
[2 - Locust Vacation Map](#)

## 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. [19-883](#) Discussion on changes to Accessory Dwelling Unit Ordinance
- Attachments:** [1 - ADU Ordinance Language 5-13-19 from City v.8MB mark-up](#)  
[2 - ADU Ord. passed on first reading](#)  
[3 - ADU Ordinance Language for 5-7-19 CC Mtg](#)
18. [19-884](#) Review and Discussion on Proposed 2020-2021 Budget Timeline
- Attachments:** [1 - 2020-2021 Council Budget Calendar](#)
19. [19-885](#) Northfield Planned Walking and Bicycling Network Prioritization.
20. [19-886](#) Discussion of City Local Bonding Request to State of Minnesota for 2020 Legislative Session.
- Attachments:** [1 - Weblink to 2020 MN Capital Budget Request Instructions](#)  
[2 - Regional Transit Hub Bill](#)  
[3 - Resolution Transit Hub Bonding Request 2019](#)  
[4 - 2019 Governor Recommended Capital Bonding](#)  
[5 - Weblink to Historical Bonding Funds](#)

## ADMINISTRATORS UPDATE

21. [19-887](#) City Administrators Update.
- 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.*