

City of Northfield

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



Meeting Agenda

Tuesday, June 20, 2017

5:00 PM

5:00 pm - Closed Meeting; 6:00 pm Regular Meeting

Council Chambers

City Council

5:00 PM - CLOSED MEETING AGENDA**CALL TO ORDER**

1. [17-869](#) Closed Meeting for the evaluation of the performance of Ben Martig, City Administrator, pursuant to Minn. Stat. § 13D.05, subd. 3(a).

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. [17-870](#) May 9, 2017 Strategic Planning Work Session Minutes
Attachments: [Strategic Planning Work Session Minutes May 9, 2017](#)
3. [17-871](#) May 10, 2017 Strategic Planning Work Session Minutes
Attachments: [Strategic Planning Work Session Minutes May 10, 2017](#)
4. [17-872](#) June 6, 2017 City Council Meeting Minutes
Attachments: [Meeting Minutes June 6, 2017](#)

PRESENTATIONS**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

5. [17-874](#) Consider Approving Disbursements totaling \$902,648.96
Attachments: [Disbursements 1](#)
[Disbursements 2](#)
6. [17-875](#) Approve Costs for Mayor Pownell to attend the 2017 Elected Officials Race Equity Community of Practice Sessions
Attachments: [Hyperlink](#)
7. [17-876](#) Consider Approval of Temporary Liquor License for Imminent Brewing, LLC for Tour de Save event on July 29, 2017.

8. [17-877](#) Consider executing a grant amendment extending the 2011 Legacy Trail Grant completion date to June 30, 2018.

Attachments: [L134-11-4D Amendment #2](#)

9. [Res. 2017-049](#) Approve Agreement for Routine Maintenance to be performed by the City of Northfield on various Trunk Line Highways within the City of Northfield

Attachments: [1 - Resolution Routine Maintenance Agreement](#)
 [2 - MNDOT Agreement Areas](#)
 [3 - MnDOT Contract No. 1028212](#)

10. [Res. 2017-050](#) Consider Declaring Amount to be Assessed - 2017 Street Reclamation Project

Attachments: [1 - Resolution 2017 Street Reclamation Project Amount to be Assessed](#)
 [2 - Project Process - Current](#)
 [3 - 2017 Street Reclamation Assessment Methods](#)
 [4 - 2017 Assessment Roll - ALL](#)
 [5 - Professional Drive](#)
 [6 - Project Cost/Funding Prior to Bid](#)

11. [Res. 2017-051](#) Consider Accepting Bids and Awarding Contract - 2017 Street Reclamation Project

Attachments: [1 - Resolution - 2017 Street Reclamation Project Award](#)
 [2 - Project Location Map](#)
 [3 - Project Cost and Funding with Bids](#)
 [4 - Project Process - Current](#)
 [5 - Bid Tab](#)

12. [Res. 2017-052](#) 2017 Street Reclamation Project - Call for Assessment Hearing

Attachments: [1 - 2017 Resolution 2017 Street Reclamation Project Call for Assessment Hearing](#)
 [2 - Project Process - Current](#)
 [3 - 2017 Street Reclamation Assessment Methods](#)
 [4 - 2017 Assessment Roll](#)
 [5 - Professional Drive](#)
 [6 - Project Cost/Funding Prior to Bid](#)

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. [17-878](#) Public Hearing on Heywood Road Vacation

Attachments: [1 - Public Hearing Affidavit and Notice - Signed](#)
 [2 - Public Hearing Notice - Heywood Road](#)

14. [Ord. 989](#) Consider Vacation of a Portion of Heywood Road Right-Of-Way

Attachments: [1 - Ordinance](#)
 [2 - Subdivision Map with Proposed Vacation](#)
 [3 - Right Of Way Vacation Exhibit](#)

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.

15. [17-879](#) Presentation and Consideration of Acceptance of the City of Northfield Comprehensive Annual Financial Report (CAFR) for the Year Ended December 31, 2016.

16. [Ord. 990](#) Consider Rezoning of Northfield Hospital - Summit Orthopedic Clinic
- Attachments:** [1 - Ordinance](#)
[2 - Current Zoning Map](#)
[3 - Area Map](#)
17. [Res. 2017-053](#) Summary of conclusions of the evaluation of the performance of Ben Martig, City Administrator, pursuant to Minn. Stat. Section 13D.05, subd. 3 and consider approval of salary increase.
- Attachments:** [resolution template 2017 - city administrator \(v.4\)](#)
18. [17-873](#) Presentation of Community Solar Subscription Opportunity.
- Attachments:** [1 - Minnesota Community Solar City of Northfield Program Summary](#)
[2 - Fixed Subscription Option 1 Agreement DRAFT](#)
[3 - Floating Subscription Option 2 Agreement DRAFT](#)
[4 - Community Solar Presentation](#)
19. [Res. 2017-054](#) Receive Proposed Charter Amendment to Section 3.8 Subd. 2 and Call for a Public Hearing
- Attachments:** [1 - Letter from Charter Proposed Charter Amendment](#)
[2 - Charter Amendments PH Res](#)
[3 - Charter Amendments PH Exhibit A](#)
[4 - Ord Charter amendment](#)
[5 - Memo re Procedure for Charter Commission Recommendation 012511](#)

ADMINISTRATORS UPDATE

20. [17-880](#) Upcoming Agenda Items
- Attachments:** [Upcoming Agenda Items 16-Jun-2017-09-15-07](#)

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 5/7 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. TDD users can call (507) 645-3030. Please call at least 24 hours before the meeting, if possible.