



# City of Northfield

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

## Meeting Agenda City Council

---

Tuesday, November 7, 2023

6:00 PM

Council Chambers

---

### 6:00 PM - REGULAR AGENDA

#### CALL TO ORDER

Mayor: Pownell

Councilmembers: Holmes, Ness, Peterson White, Reister, Sokup, Zuccolotto

#### APPROVAL OF AGENDA

#### PRESENTATIONS

- [23-1563](#) Presentation of Defeat of Jesse James Days Committee.  
**Attachments:** [1 - 2023 DJJD Celebration Recap](#)
- [23-1564](#) Quarterly Police Report, Quarter 3, 2023  
**Attachments:** [1 - Q3- 2023 Council Mtg Charts](#)
- [23-1565](#) Presentation by MetroNet Related to Project Update on Community-Wide Construction of High-Speed Fiber-Optic Internet, Television and Phone Service.  
**Attachments:** [1 - Metronet - City Council Update](#)

#### 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.

- [23-1566](#) Consider Approval of October 17, 2023 City Council Meeting Minutes.  
**Attachments:** [1 - 10.17.2023.CouncilMinutes](#)
- [23-1567](#) Consider Approving Disbursements totaling \$5,821,294.40  
**Attachments:** [1 - Disbursements](#)  
[2 - Disbursements](#)  
[3 - Disbursements](#)

6.     [23-1568](#)             Consider Approval of Mayoral Board and Commission Appointments.
- Attachments:**        [1 - SUPPLEMENTAL - Appointments and Redacted Applications](#)
7.     [Res. 2023-096](#)        Approve application for premises permit for the Waterford Warriors Snowmobile Club at Flaherty's Northfield Lanes.
- Attachments:**        [1 - Premises permit resolution](#)
8.     [23-1569](#)             City Administrator Biannual Update Summary of Grants Report per the City Council Grants Policy.
- Attachments:**        [1 - 2023 Grant List](#)  
                              [2 - M2019-121 Grant Management Policy](#)
9.     [23-1573](#)             Consider Approval of Shade Tree Program Bonding Grants (MN DNR).
- Attachments:**        [1 - 2023-shade-tree-bonding-grants-application\\_Northfield.pdf](#)
10.    [Res. 2023-097](#)        Consider Resolution Accepting Donation from the Helmsley Charitable Trust and Approving Donation to Northfield Area Fire and Rescue Service.
- Attachments:**        [1 - Resolution accepting and approving gift donation](#)  
                              [2 - UofM HCT Minnesota AED Press Release](#)  
                              [3 - Minnesota AED Project Fact Sheet](#)
11.    [Res. 2023-098](#)        Consideration of a Conditional Use Permit for Off-Street Parking at 212 Division St. S.
- Attachments:**        [1 - Resolution](#)  
                              [2 - Architectural Drawings](#)  
                              [3 - Civil Plans](#)  
                              [4 - Hyperlink to the Oct. 19, 2023 Planning Commission Meeting](#)
12.    [23-1570](#)             Consideration of Riverwalk Market Fair License Agreement for Temporary Use of 115 5th Street.
- Attachments:**        [1 - Temporary Use Agreement](#)
13.    [Res. 2023-099](#)        Consider Resolution Accepting Public Improvements and Approving Final Payment for the TH 3 Traffic Signal Improvements Project (STRT2022-A61).
- Attachments:**        [1 - Resolution - Accept Improvements and Approve Final Payment](#)  
                              [2 - Final Pay Request](#)

## 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. Any eComments received for the meeting can be viewed on the City's website.

## 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 Mayor will recognize speaker at podium and conversation will be between the Mayor 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.

14.     [23-1571](#)                   Public Hearing - Creation of New Redevelopment Tax Increment Financing (TIF) District

**Attachments:**

- [1 - Call for Hearing](#)
- [2 - Public Hearing Notice](#)
- [3 - Substandard Resolution 2021-125 Approved 12-7-21](#)
- [4 - Subsidy Application 09.01.2023 Full](#)
- [5 - Presentation](#)

## 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.     [Res. 2023-100](#)               Review and Adopt Alternative Urban Areawide Review and Mitigation Plan for the Northwest Area.

**Attachments:**

- [1 - Resolution](#)
- [2 - PowerPoint Presentation](#)
- [3 - Hyperlink to AUAR Web Page](#)
- [4 - Hyperlink to Final AUAR](#)

**ADMINISTRATORS UPDATE**

16. [23-1572](#) City Administrator's Update.

**Attachments:** [1 - Upcoming Agenda Items \(11-03-23\)](#)

**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.***