



City of Northfield

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

Meeting Agenda

City Council

Tuesday, April 2, 2024

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

1. [24-225](#) Presentation of Percent for the Arts Annual Report (2023).

Attachments: [1 - 1% for arts report 2023](#)
[2 - presentation of 2023 percent for arts report](#)

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. [24-226](#) Consider Approval of March 12, 2024 City Council Meeting Minutes.

Attachments: [1 - 03-12-2024 Council Meeting Minutes](#)

3. [24-227](#) Consider Approval of March 12, 2024 City Council Closed Meeting Minutes.

Attachments: [1 - 03-12-2024 Closed Special Meeting Minutes](#)

4. [24-228](#) Consider Approval of March 12, 2024 City Council Work Session Minutes.

Attachments: [1 - 03-12-2024 Work Session Minutes](#)

5. [24-229](#) Consider Approving Disbursements totaling \$2,637,586.52

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

6. [24-230](#) Consider Approval of Temporary Liquor Licenses for the Defeat of Jesse James Days Committee.

7. [24-231](#) Consider Cannabinoid License for Groundwire Coffee Roasters DBA Little Joy Coffee, at 300 Division Street.

Attachments: [1 - City Code Sale of Cannabinoid Products](#)

8. [24-232](#) Approve miscellaneous/concessions license for Northfield Youth Baseball Association at Sechler Park.

9. [Res. 2024-032](#) Consider Resolution Accepting \$899,143 in Public Safety Aid and a corresponding Budget Amendments increasing Revenue and Police Salaries in 2023.

Attachments: [1 - Resolution Public Safety Aid 2023](#)

10. [Res. 2024-033](#) Consider Resolution Proclaiming the month of April 2024 Fair Housing Month.

Attachments: [1 - Resolution](#)

[1 - Northfield's Fair Housing Statement](#)

11. [Res. 2024-034](#) Consider Resolution Proclaiming April 27, 2024 as Earth Day in Northfield.

Attachments: [1 - Resolution Proclaiming April 27, 2024 as Earth Day in Northfield](#)

12. [Res. 2024-035](#) Consider Resolution Proclaiming Less Mow May in the City of Northfield for 2024.

Attachments: [1 - Less Mow May Resolution 2024](#)

13. [Res. 2024-036](#) Consider Joint Resolution for Orderly Annexation with Bridgewater Township for property associated with St. Olaf College.

Attachments: [1 - Joint Resolution for Annexation - Bridgewater-St. Olaf v.3 032124](#)

[2 - Existing Orderly Annexation 2023-112](#)

[3 - Legal survey of area to be annexed](#)

[4 - Draft Site Plan](#)

14. [24-233](#) Consider Motion approving Construction Agreement with Canadian Pacific Kansas City (CPKC) Railroad.

Attachments: [1 - CPKC-Northfield MN Box Culvert Agmt with ROE License Feb 28 2024 v5 Final](#)

15. [Res. 2024-037](#) Consider Accepting Bids and Awarding Contract - Northfield Transit Hub Project.

Attachments: [1 - Resolution - Transit Hub](#)

[2 - FACL2021-M24 Bid Tab Transit Hub](#)

[3 - Transit Hub Project Process - Current](#)

16. [Res. 2024-038](#) Consider Accepting Bids and Awarding Contract - Lincoln Waterway Box Culvert Improvement Project (STRM2022-K36).

Attachments: [1 - Resolution - Lincoln Waterway Box Culvert](#)
 [2 - Project Location Map](#)
 [3 - Bid Tab](#)
 [4 - Project Process](#)

17. [24-234](#) Consider Approving Professional Service Agreement for the 2025 Reclamation and Overlay Project.

Attachments: [1 - Consultant-professional services contract SEH](#)
 [2 - 2025 Reclamation and Overlay RFP](#)
 [3 - SEH Submittal 2025 Reclamation and Overlay Project](#)
 [4 - Bolton & Menk Submittal 2025 Reclamation and Overlay Project](#)
 [5 - Project Process](#)

18. [Res. 2024-039](#) Consider Resolution Approving Plans and Specifications and Authorizing Advertisement for Bid for Sanitary Sewer Lining Project.

Attachments: [1 - Resolution Approving Plans and Spec Sanitary Sewer Lining Project](#)
 [2 - Sewer Lining Project \(Roosevelt and Spruce\)](#)

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.

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.*

19. [Res. 2024-040](#) Consider Resolution Approving the Riverside Lions Park Master Plan.

Attachments: [1 - 2024 City Council Resolution_RiversideLionsParkMasterPlan.docx](#)
 [2 - Riverside Lions Park Master Plan](#)
 [3- Riverfront-Enhancement-Action-Plan---Final---Res-2020-125.pdf](#)

20. [Res. 2024-041](#) Consider Resolution Accepting a Direct Legislative Appropriation of \$300,000.

Attachments: [1 - Resolution accepting appropriation](#)
 [2 - 2023 Session Property Tax Law summary](#)

21. [24-235](#) Northcountry Cooperative Foundation (NCF) Update and Request.

Attachments: [1 - Northfield Housing Report 2021](#)
 [2 - Housing + Education in Northfield Technical Assistance Assessment Findings](#)
 [3 - HRA+NCF Memorandum of Understanding](#)
 [4 - US EPA ZERH Manufactured home website](#)
 [5 - HUD 2021 Manufactured Home final rule](#)
 [6 - New Leaf Neighborhood FAQ Booklet](#)
 [7 - 2023 Housing Underproduction™ in the U.S](#)
 [8 - NCF Extension to MOU Request](#)
 [9 - Amendment to MOU](#)

ADMINISTRATORS UPDATE

22. [24-236](#) City Administrator's Update.

Attachments: [1 - Upcoming Agenda Items \(03-29-24\)](#)
 [2 - 2024 State of the City address](#)

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