

# **City of Northfield**

*City Hall  
801 Washington Street  
Northfield, MN 55057  
[ci.northfield.mn.us](http://ci.northfield.mn.us)*



## **Meeting Agenda**

**Tuesday, December 12, 2017**

**6:00 PM**

**Council Meeting & Work Session**

**Council Chambers**

**City Council**

## 6:00 PM - REGULAR AGENDA

### CALL TO ORDER

*Mayor: Pownell*

*Councilmembers: Colby, DeLong, Nakasian, Ness, Peterson White, Zweifel*

### APPROVAL OF AGENDA

### APPROVAL OF MINUTES

1. [17-1159](#) November 28, 2017 Joint City Council Work Session and Hospital Board Meeting Minutes

**Attachments:** [Meeting Minutes November 28, 2017](#)

2. [17-1160](#) December 5, 2017 City Council Meeting Minutes

### 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*

3. [17-1161](#) Consider Approving Disbursements totaling \$1,187,356.00

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

4. [17-1162](#) Consider Approving a Temporary Liquor License for St. Dominics School for February 10, 2018

5. [17-1163](#) Consider Approval of Temporary Liquor License for Imminent Brewing, LLC for January 13, 2018.

6. [17-1164](#) Approve Reimbursement Costs for Councilor Nakasian Related to 2017 NLC City Summit Conference and Attendance at Rice Steele 911 Joint Powers Board meetings.

7. [Res. 2017-120](#) Consider Resolution Extending Northfield Ice Arena Advisory Board.

**Attachments:** [1- Resolution Extending the Northfield Ice Arena Advisory Board](#)  
[2 - Northfield Ice Arena Advisory Board activities page](#)

8. [17-1165](#) Consider approval of Extension of and Second Amendment to Northfield Community Resource Center Management Services (NCRC) Agreement.

**Attachments:** [1 - Extension and Second Amendment of NCRC Services Agreement](#)  
[2 - NCRC Management Agreement](#)

9.      [Res. 2017-121](#)      Consider Resolution Authorizing an Interfund Loan for Advance of Certain Costs in Connection with Tax Increment Financing District 1-1 (Presidential Commons).

**Attachments:**      [1 - Res 2017 TIF Loan](#)

10.     [Res. 2017-122](#)      Consider Resolution Approving Parking Restrictions on the West Side of Oak Street from Second Street to Fourth Street.

**Attachments:**      [1 - 2017 Oak Street Parking Prohibition](#)

[2 - Oak Street Parking Request](#)

[3 - Oak Street Parking Map](#)

11.     [Res. 2017-123](#)      Consideration of Final Plat Resolution for the Woodley Townhomes Second Addition

**Attachments:**      [1 - Resolution](#)

[2 - Woodley Townhomes - 2nd Addition](#)

[3 - Title Examination: Woodley Townhomes Second Addition](#)

## 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.*

## 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.*

12.     [Ord. 994](#)                   Consider an Ordinance Enacting a City Identification Card Program in the Public Interest

**Attachments:**     [1 - CITY IDENTIFICATION CARDS ORD. - 2nd reading clean](#)  
                          [2 - CITY IDENTIFICATION CARDS Ord. - 2nd reading track changes](#)  
                          [3 - Hood Memo re municipal ID card program legal authority and data \(Final\) 100517](#)

13.     [17-1166](#)                   Consider approving summary publication of Ordinance No. 994 - An Ordinance of the City Of Northfield Enacting a City Identification Card Program in the Public Interest

**Attachments:**     [1 - City ID Summary for publication](#)

14.     [17-1167](#)                   Consider approval of First Amendment of Ground Lease Declaration of Restrictions and Release of Parcels.

**Attachments:**     [1 - First Amendment of Ground Lease](#)  
                          [2 - Senior Services Land Lease Joint Meeting w CC 1117](#)  
                          [3 - hospital ground lease with st olaf 1999](#)  
                          [4 - Hospt Ground Lease amendment Resolution 2001-200](#)  
                          [5 - LDC Design Standards](#)  
                          [6 - NH+C Senior Housing Services Project Historical Timeline Summary](#)

15.     [17-1168](#)                   Review of the 2017 Pond Assessment Study

**Attachments:**     [1 - Executive Summary Cost Estimates](#)  
                          [2 - Link to Full Pond Assessment Report](#)

16.     [17-1169](#)                   Spring Creek Road Reconstruction Project Discussion

**Attachments:**     [1 - Project Location Map](#)  
                          [2 - 2018-2022\\_CIP\\_Engineering](#)  
                          [3 - Typical Sections](#)  
                          [4 - 2018 - 2022 MSA Fund Balance Projection 12-5-17](#)  
                          [5 - Northfield - 2018 public infrastructure financing abatement memo](#)  
                          [6 - Spring Creek Rd Utilities & Storm BMP](#)

## ADMINISTRATORS UPDATE

17.     [17-1170](#)                   Upcoming Agenda Items

**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.*