



City of Northfield

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

Meeting Agenda

City Council

Tuesday, April 3, 2018

6:00 PM

Council Chambers

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. [18-172](#) March 20, 2018 City Council Meeting Minutes

Attachments: [Meeting Minutes March 20, 2018](#)

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. [18-173](#) Consider Approving Disbursements totaling \$766,511.27

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

3. [Res. 2018-035](#) Consider Resolution Accepting Gifts Received by the City of Northfield 2017.

Attachments: [1 - 2017 Gifts Resolution](#)
[2 - Exhibit A-Gifts 2017](#)
[3 - Library Gift List 2017](#)
[4 - City of Northfield in-kind 2017](#)

4. [18-174](#) Approve Costs for Mayor Pownell to attend the League of Minnesota Cities Annual Conference

Attachments: [Hyperlink](#)

5. [Ord. 996](#) Consider Ordinance Establishing the Northfield Alliance For Substance Abuse Prevention (formerly known as Mayor's Task Force on Youth Alcohol & Drug Use)

Attachments: [1 - Ord nfld alliance for substance abuse prev](#)
 [2 - Northfield ASAP Bylaws - Updated March 8 2018 final](#)
 [3 - Motion M2017-018 MTF](#)

6. [18-175](#) Consider Approving Summary Publication of Ordinance No. 996 - Establishing the Northfield Alliance for Substance Abuse Prevention.

Attachments: [Ord 996 summary](#)

7. [18-176](#) Consider Termination of Contract for Construction Manager as Adviser with Professional Contractors, Inc. d/b/a ProCon for the Northfield Area Fire and Rescue (NAFRS) Facility Upgrade.

Attachments: [AIA Document C132 Pro Con](#)

8. [Res. 2018-036](#) Consideration of Resolution Requesting Advance Funding from MnDOT for the construction of Municipal State Aid Street Project 2018STRT-A37, Division Street and Seventh Street Reconstruction, and Washington Street Mill and Overlay Project

Attachments: [1 - Resolution Requesting Advance Funding - MnDOT](#)

9. [Res. 2018-037](#) Consider Resolution Declaring Amount to be Assessed - 2018 Division Street and Seventh Street Reconstruction and Washington Street Mill and Overlay and Various City Parking Lots.

Attachments: [1 - Resolution 2018 Division & Seventh & Washington Street Mill and Overlay](#)
 [2 - Project Process - Division & Seventh & Washington](#)
 [3 - 2018 Assesement Methods](#)
 [4 - 2018 Assessment Roll](#)

10. [Res. 2018-038](#) Consider Resolution Calling for Assessment Hearing for 2018 Division Street and Seventh Street Reconstruction and Washington Street Mill and Overlay and Various City Parking Lots.

Attachments: [1 - Resolution 2018 Division & Seventh & Washington Street Mill and Overlay](#)
 [2 - Project Process - Division & Seveth and Washington](#)
 [3 - 2018 Assesement Methods](#)
 [4 - 2018 Assessment Roll](#)

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.

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.

11. [18-177](#) Consider Motion to Approve Northwest Area Land Use Consultant and Process Advisory Committee Recommendation

Attachments: [1 - NW Area Process Advisory Committee Recommendation](#)
 [2 - Council PowerPoint NW Area PAC](#)

12. [18-178](#) Review the Pedestrian, Bike and Park Trail System Update Request for Proposal

Attachments: [Northfield Parks Open Space and Trail System Plan](#)
 [Northfield Ped Bike Park Trail RFP - Final Draft](#)

13. [18-179](#) Discuss City Administrator Performance Review Policy

Attachments: [1 - City Admin Perf Review - Admin Policy](#)
 [2 - ICMA article October 2015](#)

ADMINISTRATORS UPDATE

14. [18-180](#) Upcoming Agenda Items

Attachments: [Upcoming Agenda Items 30-Mar-2018-09-10-33](#)

REPORTS FROM THE MAYOR AND COUNCILMEMBERS

CLOSED MEETING

15. [18-181](#) Closed meeting subject to MN Statute 13D.05, subd. 3 (c) (3) to develop or consider offers or counteroffers for the purchase of real property.

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