



# City of Northfield

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

## Meeting Agenda

### City Council

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Tuesday, June 19, 2018

6:00 PM

Council Chambers

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#### 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. [18-310](#) June 5, 2018 City Council Meeting Minutes

**Attachments:** [Meeting Minutes Jun 5-2018-12-01-36](#)

#### 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*

2. [18-311](#) Consider Approving Disbursements totaling \$898,619.61

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

3. [18-312](#) Consider Community Event In-Kind Grant Support

**Attachments:** [1- event list 2018](#)  
[2- events anticipated for 2018 - updated 6 12 2018](#)  
[3 - Hyperlink Community Event Page](#)

4. [18-313](#) Consider Service Contract for Age Friendly Northfield

**Attachments:** [1 - Age FriendlyLetter to City Council - June 2018](#)  
[2 - Income Expense Statement 8-9-17](#)

5. [18-314](#) Consider Mayoral Appointment to the Hiawathaland Transit Advisory Committee

## 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.*

6.        [18-315](#)                      Presentation and Consideration of Acceptance of the City of Northfield Comprehensive Annual Financial Report (CAFR) for the Year Ended December 31, 2017.

**Attachments:**        [1 - 2017 Final Audit Report](#)  
                                 [2 - 2017 Final Management Letter](#)

7.        [Res. 2018-064](#)                Consider Resolution of the City of Northfield Relating to the Imposition of a Sales and Use Tax and the Issuance of Bonds for Purposes of a Civic Center and Certain Parks, and Trails, and Recreational Facilities and Calling a Special Election Thereon

**Attachments:**        [1 - Resolution - Northfield Sales Tax RESOLUTION CALLING ELECTION](#)  
                                 [2 - ALTERNATE RESOLUTION OPTION Flexible Option DOCSOPEN-#524148-v5-](#)  
                                 [3 - Civic Center Source of Funding Summary](#)  
                                 [4 - MN Department of Revenue Local Sales Tax Fact Sheet 164](#)  
                                 [5 - Twin Cities Area Tax Rates Map](#)

8.      [Res. 2018-065](#)      Consider Resolution Authorizing Second Amendment to Northfield Area Fire & Rescue (NAFRS) Joint Powers Agreement.

**Attachments:**      [1 - Resolution considering JPA amendment to Exhibit D formula v.1 060818](#)  
                          [2 - NAFRS JPA Formula Proposed Changed](#)  
                          [3 - NAFRS JPA April 1, 2014](#)  
                          [4 - NAFRS JPA First Amendment April 3, 2018](#)  
                          [5 - League of Cities Formula Example References](#)  
                          [6 - Fire Service Contract Formula Formula Background Reference](#)

9.      [18-316](#)             Spring Creek Road Reconstruction Project Discussion

**Attachments:**      [1 - 2018 Recon Spring Creek Rd Project Area](#)  
                          [2 - Typical Section](#)  
                          [3 - 2018 - 2022 MSA Fund Balance Projection06142018](#)

10.     [18-317](#)             Consider Resolution of Approval for Agreements Related to the Benedictine Living Community of Northfield LLC Project.

**Attachments:**      [Resolution 2018- - Northfield Benedictine Senior Housing Project](#)  
                          [DRC approval letter](#)  
                          [1- Appendix A - Second Amendment to Ground Lease Final](#)  
                          [2 - Appendix B - Consent to Assignment and Assumption Final](#)  
                          [3 - Appendix C -Agreement to Use Sewer and Stormsewer Final](#)  
                          [4 - Appendix D - Agreement to Use and Maintain Hosptial Drive Final](#)  
                          [5 - Appendix E - BHS Stormwater Maintenance Agreement Final](#)  
                          [6 - Appendix F - Third Amendment to Ground Lease Final](#)  
                          [7a - Appendix G - Ground Lease between St. Olaf and BHS Part 1](#)  
                          [7b - Appendix G - Ground Lease between St. Olaf and BHS Part 2](#)

## ADMINISTRATORS UPDATE

11.     [18-318](#)             City Administrator's Update

**Attachments:**      [1 - Upcoming Agenda Items List](#)  
                          [2 - 2018 Northfield City of 1QTR Financial Report](#)

## 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.***