



City of Northfield

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

Meeting Agenda

City Council

Tuesday, January 5, 2021

6:00 PM

GoToMeeting

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor: Pownell

Councilmembers: DeLong, Grabau, Nakasian, Ness, Peterson White, Zweifel

APPROVAL OF AGENDA

1. [21-001](#) Information on How to Provide Public Input and Watch the Meeting During the Pandemic.

Attachments: [010521 CC Reg mtg by telephone public notice](#)

2. [21-002](#) Oath of Office - Council Members.

Attachments: [1 - Hyperlink - Charter Section 4.1](#)

[2 - Hyperlink - MN Stat. 358.08](#)

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. [21-003](#) Consider Approval of December 8, 2020 Special City Council Meeting Minutes.

Attachments: [12.08.2020SpecialMeetingMinutes](#)

4. [21-004](#) Consider Approval of December 15, 2020 Special City Council Meeting Minutes.

Attachments: [12.15.2020SpecialCouncilMinutes](#)

5. [21-005](#) City Administrator Biannual Update Summary of Grants Report per the City Council Grants Policy.

Attachments: [1 - Grant Summary 2020](#)

[2 - 6.10 M2019-121 Final Grants Policy](#)

6. [Res. 2021-001](#) Consider Resolution for the Lot Consolidation of Several Parcels of land into Two Parcels, for properties west of Lincoln Street owned by St. Olaf College.
- Attachments:** [1 - Resolution](#)
 [2 - Exhibit A \(Parcel A & Parcel B\)](#)
 [3 - Project Location Map](#)
7. [21-006](#) Consider Approving Disbursements totaling \$1,936,392.92
- Attachments:** [1 - Disbursements](#)
 [2 - Disbursements](#)
 [3 - Disbursements](#)
 [4 - Disbursements](#)
8. [21-007](#) Consider Designation of Official Depository for the City of Northfield
9. [21-008](#) Consider Accepting the Agricultural Land Lease for Fargaze Meadows Outlots C & D (Meadows Park Land)
- Attachments:** [Signed Contract for Council.pdf](#)
10. [Res. 2021-002](#) Community Development Block Grant - Consider Adopting Resolution in Support of Fiscal Year 2021 Allotment of Program Funds.
- Attachments:** [1 - Resolution](#)
 [2 - Community Development Block Grant Application](#)
11. [21-009](#) Consider Designation of Official Newspaper.
- Attachments:** [1 - Hyperlink - Charter Sec. 15.1 - Official Publications](#)
 [2 - Hyperlink - City Code Sec. 2-57 - Meetings](#)
12. [21-010](#) Consider Approval of Mayoral Board/Commission and Council Appointments.

OPEN PUBLIC COMMENTS

The presence of the public at the regular meeting location is not feasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. § 13D.021, subd. 1(3). Please use one of the alternate methods for input below during the pandemic:

- *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. Because the meeting is being held online, prior to the start of the Council meeting, you may call in or connect via computer with the GoToMeeting information provided as attached under approval of the agenda, to provide your oral comments, input, or testimony. If you desire to make oral comments to the City Council, you are requested, but are not required, to sign up under Request to Speak by clicking on the eComment tab located here: <https://northfield.legistar.com/Calendar.aspx> or by contacting City Clerk Lynette Peterson at lynette.peterson@ci.northfield.mn.us no later than 4 pm the day of the meeting to notify the City of the same. If you desire to make oral comments to the City Council, please unmute your device and turn on your camera (if applicable) and the chair will call upon you to speak. Persons must give their name and address.*
- *eComment – Comment on agenda items by using the eComment (electronic comment) system no later than 4 pm the day of the meeting. Once the City Council agenda is published, the eComment link will be active. Persons can review agenda item details, indicate their position on an item and leave feedback by clicking on the eComment tab on the City Council meetings page: <https://northfield.legistar.com/Calendar.aspx>*
- *Send an email no later than 4 pm on the day of the meeting to City Clerk Lynette Peterson at lynette.peterson@ci.northfield.mn.us noting meeting item comment in the subject line and type your comment in the body of the email or attach a document if necessary. These comments will be sent to the entire City Council. Comments will be posted on the City's website with other meeting items following the meeting.*
- *Send a letter containing your input to: City Clerk Lynette Peterson, City of Northfield, 801 Washington Str., Northfield, MN 55057*
- *Members of the public can always contact the City Council directly via phone or email to provide input.*

REGULAR AGENDA

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13. [21-011](#) Consideration of Election of President Pro Tem.
- Attachments:** [1 - Hyperlink - Charter Section 3.9 - President Pro Tem](#)
 [2 - Hyperlink - City Code Sec. 2-57 - Meetings](#)
14. [21-012](#) Approval of the 2021 Budget for the Convention and Visitors Bureau.
- Attachments:** [1- Northfield CVB City Council Presentation 2021](#)
 [2- 2021 CVB Budget Overview](#)
 [3- City Code Chapter 74 Lodging Tax](#)
 [4 - Lodging Tax Statute 469.190](#)
 [5 - 2019-2021 contract w amendment](#)
15. [Ord. 1020](#) Consideration of Ordinance Rezoning PID 2231226001 from I1-B: Industrial to N2-B: Neighborhood General 2.
- Attachments:** [1 - Ordinance](#)
 [2 - Location Map - PID 2231226001](#)
 [3 - Presentation on Comm. Action Center - Rezone Request](#)
16. [Ord. 1021](#) Consideration of Ordinance Rezoning 1050 Highway 3 North from N1-B: Neighborhood General 1 to N2-B: Neighborhood General 2.
- Attachments:** [1 - Ordinance](#)
 [2 - Location Map - 1050 Highway 3 North](#)
17. [Ord. 1019](#) Consideration of an Ordinance Rezoning Several Parcels as part of the St. Olaf College - Ole Avenue Housing Project from R1-B: Low Density Residential to CD-S: College Development.
- Attachments:** [1 - Ordinance](#)
 [2 - Project Location](#)
 [3 - Rezoning Location Map](#)
 [4 - Existing Perimeter Transition Area Map - Prior to Rezoning](#)
 [5 - Proposed Perimeter Transition Area Map - Post Rezoning](#)
 [6 - Rezoning Policy Issues - Buckheit](#)
18. [21-013](#) Consider Summary Publication of Ordinance No. 1019 Amending the Official Zoning Map of Northfield.
- Attachments:** [1 - Summary Publication](#)

19. [21-014](#) Presentation and Discussion on the Conditional Use Permit for St. Olaf College
 - Ole Avenue Housing Project for the Perimeter Transition Area.

Attachments: [1 - Neighborhood Post-Meeting Report](#)
 [2 - Parking Study Report](#)
 [3 - Traffic Impact Study Report](#)
 [4 - Townhomes Elevation and Glazing Percentages](#)
 [5 - Res. Hall Elevations and Glazing Percentage](#)
 [6 - Site Plan](#)
 [7 - St. Olaf Student Housing Traffic Impact Study PP Presentation from Public Works](#)

ADMINISTRATORS UPDATE

20. [21-015](#) City Administrator's Update.

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