



City of Northfield

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

Meeting Agenda

City Council

Tuesday, May 4, 2021

6:00 PM

Goto Meeting

6:00 PM - REGULAR AGENDA

CALL TO ORDER

Mayor: Pownell

Councilmembers: Grabau, Nakasian, Ness, Peterson White, Reister, Zuccolotto

APPROVAL OF AGENDA

1. [21-244](#) Information on How to Provide Public Input and Watch the Meeting During the Pandemic.

Attachments: [042921 CC Reg mtg by telephone public notice](#)

APPROVAL OF MINUTES

2. [21-245](#) Consider Approval of April 20, 2021 City Council Meeting Minutes.

Attachments: [4.20.2021.CouncilMinutes](#)

PRESENTATIONS

3. [21-246](#) Presentation Proclaiming May 2-8, 2021 as National Travel and Tourism Week

Attachments: [1 - Explore MN Menu](#)
[2 - Tourism.Resolution2021](#)

4. [21-247](#) Climate Action Plan Update.

Attachments: [1 - Northfield Climate Action Plan update – April 2021](#)
[2 - PiE-MN-Northfield-Implementation Report-2020-Full year v2](#)

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

5. [Ord. 1023](#) Ordinance for Plumbing Plan Review - Second Reading.

Attachments: [1 - Ordinance](#)

6. [21-248](#) Consider Motion Approving Permanent Public Trail Easement for the Mill Towns Trail - 1800 Armstrong Road (CSAH 78).
- Attachments:** [1 - Mill Towns Trail Easement.pdf](#)
 [2 - Easement Map.pdf](#)
7. [Res. 2021-038](#) Consider Resolution Proclaiming May 2-8, 2021 as National Travel and Tourism Week
- Attachments:** [1 - Tourism.Resolution2021](#)
 [2 - Explore MN Menu](#)
8. [21-249](#) Consider Approval of Temporary Expansion Permit for outdoor dining for Basil's Pizza at 301 South Water Street.
- Attachments:** [1 - City Code 6-70 Temp Expansion of Llicensed Premises](#)
 [2 - Temporary Expansion Map 2021](#)
9. [21-250](#) Approve miscellaneous/concessions license for FiftyNorth Popcorn Wagon.
10. [Res. 2021-039](#) Conditional Use Permit for 1MW Community Solar Garden for MN CSG 2019-77 LLC.
- Attachments:** [1 - Resolution](#)
 [2 - Location Map](#)
 [3 - Site Layout and Solar Schematics](#)
 [4 - Wildlife Corridor Paths](#)
 [5 - MN CSG 2019-77 LLC Solar CUP PowerPoint](#)
11. [Res. 2021-040](#) Conditional Use Permit for 1MW Community Solar Garden for DivoCSG 17 LLC.
- Attachments:** [1 - Resolution](#)
 [2 - Location Map](#)
 [3 - Site Layout & Solar Schematics](#)
 [4 - Wildlife & Corridor Paths](#)
 [5 - DivoCSG LLC Solar CUP PowerPoint](#)
12. [21-251](#) Consider Approving Disbursements totaling \$923,732.15
- Attachments:** [1 - Disbursements](#)
 [2 - Disbursements](#)

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.*

PUBLIC HEARINGS AND RELATED ACTION

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:

- 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). 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 in the public hearing notice and also 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 during the public hearing, 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 staff via e-mail as noted in the public hearing notice no later than 4 pm the day of the meeting to notify the City of the same. The chair will call on those that have signed up in advance and then ask for other persons that wish to speak. Please unmute your device and turn on your camera (if applicable) when called upon to speak. 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.*
- 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 and copy the staff member noted in the public hearing notice, noting public hearing 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.*

13. [21-252](#) Public Hearing for Ordinance Vacating a 20 ft. wide Utility Easement in Outlot A of the Sheldahl Industrial Park Addition.

Attachments: [1 - Ordinance](#)
 [2 - Public Hearing Notice](#)
 [3 - Public Hearing Mailing](#)
 [4 - PowerPoint Presentation](#)

14. [Ord. 1024](#) Consider Ordinance Vacating a 20 ft. wide Utility Easement in Outlot A of the Sheldahl Industrial Park Addition.

Attachments: [1 - Ordinance](#)
 [2 - Location Map](#)

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.

15. [Res. 2021-041](#) Consider Resolution authorizing preparation of plans and specification for City Hall Safety and Security Project FACL2021-M26.

Attachments: [1 - Res. Order Preparation of Plans and Specs](#)
 [2 - 210504 Presentation City Hall Modifications-5-4](#)
 [3 - Project Process - City Hall Safety and Security Improvements -Current](#)

16. [Res. 2021-042](#) Consideration of Budget Amendment for Oddfellows Park Bathroom Upgrade.

Attachments: [1- Floor Plan.pdf](#)
 [2- BIDTAB.pdf](#)
 [3- Project Cost.pdf](#)
 [4- Budget Amendment Resolution.docx](#)

17. [21-253](#) Discuss Street Improvement Process (Ch 475 Street Reconstruction and Overlay)

Attachments: [1 - 210504 Project input process 429 to 475](#)

18. [Res. 2021-043](#) Consideration of Resolution Ordering Preparation of Feasibility Report for the 2022 NW Area Mill and Overlay.

Attachments: [1 - Res Order Feasibility Report](#)
 [2 - Project Process](#)
 [3 - 2022 NW Mill and Overlay Project Map](#)
 [4 - Pavement Condition Index \(PCI\) Map](#)
 [5 - Pedestrian/Bike/Sidewalk Reference Maps](#)
 [6 - 2022STRT A59 Approve Feasibility Presentation](#)

ADMINISTRATORS UPDATE

19. [21-254](#) City Administrator's update.

Attachments: [upcoming agenda items list](#)

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.