



City of Northfield

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

Meeting Agenda

City Council

Tuesday, October 5, 2021

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor: Pownell

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

APPROVAL OF AGENDA

PRESENTATIONS

1. [21-555](#) Update on Archer House Demolition Permit Request Process and Tax Increment Financing Redevelopment Option Process.

Attachments: [1 - Heritage Preservation Commission weblink to Archer House Demolition Application](#)
[2 - Ehlers Public Finance Advisors TIF Archer House Recommendation](#)
[3 - TIF District State Statute Hyperlink](#)

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. [21-556](#) Consider Approval of September 14, 2021 City Council Work Session Meeting Minutes.

Attachments: [1 - 09-14-2021 Council Minutes](#)

3. [21-557](#) Consider Approval of September 21, 2021 City Council Meeting Minutes.

Attachments: [1 - 09-21-2021 Council Minutes](#)

4. [21-558](#) Consider Approving Disbursements totaling \$1,008,846.40

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

5. [Res. 2021-090](#) Proclaim October 15 as Pregnancy and Infant Loss Remembrance Day.

Attachments: [1 - Resolution](#)
[2 - IRIS Proclamation Request Letter](#)

6. [21-559](#) Consider Approval of 2022 City Administrator Performance Review timeline.

Attachments: [2021_10_5 2022 City Admin Perf Rev Timeline](#)

7. [21-560](#) Consideration of 2022 Employee Benefits Renewal.

Attachments: [City of Northfield Ins Cmte Renewal Pres_PR_20220101](#)
[Monthly Medical Costs PT and FT](#)

8. [21-561](#) Consider Approval of New Administrative Policy (Personal Pronoun Sharing).

Attachments: [Redlined Personal Pronoun Sharing Administrative Policy v2](#)
[Final Personal Pronoun Sharing Administrative Policy](#)

9. [21-562](#) Consider Approval of Policy (Limited English Proficiency).

Attachments: [FINAL Limited English Proficiency \(LEP\) Administrative Policy](#)

10. [21-563](#) Consider Approval of Updates to Handbook Policy (Wellness Program).

Attachments: [Redlined 9 05 wellness program - 2021 tracked \(002\)](#)
[final 9 05 wellness program - 2021](#)

11. [21-564](#) Consider Approval of New Handbook Policy (Paid Family Parental Leave).

Attachments: [Redlined Paid Family Parental Leave v3 2021 090821](#)
[Paid Family Parental Leave](#)

12. [Res. 2021-091](#) Consider Resolution approving Mill Towns State Trail Conceptual Corridor Design and Preliminary Engineering from Riverside Park to the Waterford Bridge.

Attachments: [1 - Res Approving MTT Corridor Design and Prelim Engineering](#)
[2 - MTT Preliminary Design Plan Link](#)
[3 - MTT Story Map](#)

13. [Res. 2021-092](#) Consider Approval of the Service Agreement with Cannon River Offroad Cycling and Trails (CROCT) to Perform Trail Building and Maintenance Activities in Oddfellows Park.

Attachments: [1- Oddfellows Resolution 2021.docx](#)
[2 - Service agreement Oddfellows 091621.pdf](#)
[3 - Depiction of Premises.pdf](#)
[4 - Appendix A-Oddfellows.pdf](#)

14. [Res. 2021-093](#) Consider Renewing the Service Agreement with Cannon River Offroad Cycling and Trails (CROCT) to Perform Various Trail Building and Maintenance Activities in Sechler Park.

Attachments: [1 - Sechler Resolution 2021.docx](#)
 [2 - Service agreement 091521.pdf](#)
 [3 - Depiction of Premises](#)

15. [21-565](#) Consider Approving Professional Service Agreement for the Prairie Hills #1 and Hidden Valley Pond Dredging Project.

Attachments: [1 - Consultant-professional services contract Bolton and Men](#)
 [2 - Pond Dredging RFP](#)
 [3 - Bolton & Menk Submittal](#)
 [4 - Project Process](#)

16. [Res. 2021-094](#) Consider Resolution Authorizing Entering into Grant Agreement with the State of Minnesota for the Northfield Transit Hub.

Attachments: [1 - Resolution City Admin Grant Agreement](#)
 [2 - HF 1 1st Engrossment - 91st Legislature, 2020 5th Special Session \(2020 - 2020\)](#)

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.*

17. [Res. 2021-095](#) Conditional Use Permit Resolution for 1MW Community Solar Garden for SV CSG Northfield, LLC.

Attachments: [1 - Resolution](#)
[2 - Location Map](#)
[3 - Memo from SunVest Solar](#)
[4 - Preliminary Site Plan](#)
[5 - Wildlife Corridor Paths](#)
[6 - Staff PowerPoint](#)

18. [Res. 2021-096](#) Consider a Citizen Petition for the Preparation of an Environmental Assessment Worksheet (EAW) to be Completed for the Proposed Kraewood Development.

Attachments: [1 - EAW Recommended Process](#)
[2 - Memo re EAW Petition Process re Kraewood Development \(Public\) 092021 -2](#)
[3 - Memo re EAW Petition Decision - Potential for Significant Env. Effects 093021](#)
[4 - Petition for an Environmental Assessment Worksheet for the Kraewood \(Paulson Tr](#)
[5 - Resolution - Kraewood EAW Petition Approval \(final\) 4](#)
[6 - Exhibit A to Resolution to Approve- Petition for EAW for Kraewood Development -](#)
[7 - Resolution - Kraewood EAW Petition Denial\(final\) -6](#)
[8 - Mandatory EAW Cat. MN Rules 2020, Part 4410.4300](#)

ADMINISTRATORS UPDATE

19. [21-566](#) City Administrator's Update.

Attachments: [1 - 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 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.