



City of Northfield

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

Meeting Agenda

City Council

Tuesday, May 3, 2022

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

APPROVAL OF MINUTES

PRESENTATIONS

1. [22-282](#) Presentation of Northfield Hospital and Clinics 2021 Audit.

Attachments: [1 - 2021 Audit Presentation to City Council](#)
[2 - 2021 Signed Financial Statement](#)

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. [22-283](#) Consider Approval of April 19, 2022 Special/Closed City Council Meeting Minutes.

Attachments: [1 - 04.19.2022 Special.Closed Minutes](#)

3. [22-284](#) Consider Approval of April 19, 2022 City Council Meeting Minutes.

Attachments: [1 - 04.19.2022 Council Minutes](#)

4. [22-285](#) Consider Approving Disbursements totaling \$1,048,202.88.

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

5. [22-286](#) Consider Approving Professional Service Agreement with Bolton and Menk, Inc. for the Wastewater Treatment Plant Improvements Project - WSTR2022-J32.

Attachments: [PSA w/ Bolton and Menk for WWTP Improvements](#)

6. [Res. 2022-052](#) Consider Resolution accepting Downtown Flood Study Report Recommendations and authorizing Phase 2 - FEMA Benefit Cost Analysis.

Attachments: [1 - Res - Accept Phase 1 Downtown Flood Study](#)
 [2- Report-Northfield Downtown Flood Study_Phase 1](#)

7. [Res. 2022-053](#) Approve application for premises permit for the Waterford Warriors Snowmobile Club at Flaherty's Northfield Lanes.

Attachments: [1 - Premises permit resolution](#)

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.

PUBLIC HEARINGS AND RELATED ACTION

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) per item. The Chair will recognize speaker at podium and conversation will be between Chair and speaker. 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. Citizens who have material to be handed out shall provide a minimum of 12 copies of the material to the City Administrator. The City Administrator will then pass the information to the appropriate people.

8. [22-287](#) Public Hearing on Designating the A.W. Norton House as a Local Heritage Preservation site.

Attachments: [1 - Presentation \(Applicant\)](#)
 [2 - Public Hearing Notice](#)
 [3 - Public Hearing Notice Published](#)
 [4 - Hyperlink to 4.14.22 HPC Meeting](#)
 [5 - Hyperlink to 4.21.22 PC Meeting](#)

9. [Ord. 1035](#) Consider First Reading of Ordinance No. 1035 Designating the Norton House as a Local Heritage Preservation Site.

Attachments: [1 - Ordinance 1035](#)
 [2 - Exhibit C - SHPO Letter](#)
 [3 - Exhibit D - Application Appendices](#)
 [4 - Hyperlink to 4.14.22 HPC Meeting](#)
 [5 - Hyperlink to 4.21.22 PC Meeting](#)

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.

10. [22-288](#) Discuss Second Street Railroad Crossing Signal Improvements and Potential Modifications to Spring Street.

Attachments: [1 - 220427 Second Street Railroad Crossing](#)

11. [22-289](#) Review and Discuss Land Development Code provisions related to the Heritage Preservation Commission.

Attachments: [1 - Peer Cities Research](#)
[2 - SHPO Sample Ordinance](#)
[3 - Hyperlink to 4.14.22 HPC Meeting](#)
[4 - Hyperlink to 4.21.22 PC Meeting](#)
[5 - Hyperlink to 4.12.22 CC Work Session](#)

12. [Res. 2022-054](#) Consider Resolution Establishing Branding Advisory Committee.

Attachments: [1 - Resolution Establishing Branding Advisory Committee](#)
[2 - DRAFT Northfield Branding RFQ 2022](#)
[3 - Video Introduction: Importance of Community Branding](#)
[4 - Video Introduction: Izmir, Turkey - Case Example](#)

13. [22-290](#) Consider Approval of Professional Service Agreement for the 2023 Miscellaneous Storm Structure Repair Project.

Attachments: [1 - Bolton & Menk Contract Storm Structure Repair](#)
[2 - Project Process - Current](#)
[3 - Miscellaneous Storm Structure Repair - 050322v23 - City Council Presentation - Mi](#)

ADMINISTRATORS UPDATE

14. [22-291](#) 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 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.*