



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
northfieldmn.gov

Meeting Agenda

City Council

Tuesday, October 4, 2022

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA

CALL TO ORDER

Mayor: Pownell

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

APPROVAL OF AGENDA

PRESENTATIONS

1. [Res. 2022-100](#) Proclaim October 15 as Bob Sullivan Day.

Attachments: [1 - Proclamation Bob Sullivan Day](#)

2. [22-632](#) Presentation of Award.

3. [22-633](#) Presentation of Main Street Policy.

Attachments: [1 - Main Street Policy](#)
[2 - NDDC MOU 2018](#)
[3 - Hyperlink to Main Street America website](#)
[4 - Hyperlink to Rethos website](#)
[5 - Hyperlink to FODN Website](#)
[6 - Rethos Main Streets Handbook](#)

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.

4. [22-634](#) Consider Approval of September 20, 2022 City Council Special/Closed Meeting Minutes.

Attachments: [1 - 9-20-2022 Closed Meeting Minutes](#)

5. [22-635](#) Consider Approval of September 20, 2022 City Council Meeting Minutes.

Attachments: [1 - 09-20-2022 Council Minutes](#)

6. [22-636](#) Consider Approving Disbursements totaling \$2,644,850.70
- Attachments:** [1 - Disbursements](#)
 [2 - Disbursements](#)
7. [Res. 2022-094](#) Proclaim October 15 as Pregnancy and Infant Loss Remembrance Day.
- Attachments:** [1 - Resolution](#)
 [2 - 2022 Letterhead Proclamation Request](#)
8. [22-637](#) Consideration of 2023 Employee Benefits Renewal.
- Attachments:** [1- 2023 Monthly Medical Costs](#)
 [2- 2023 City of Northfield Health Insurance Renewal](#)
 [City of Northfield Dental Renewal PR 20230101](#)
9. [22-638](#) Consider Approval of New Handbook Policy (Gender Transition/Nonbinary
 “Coming Out” Policy).
- Attachments:** [1- Gender Transition Policy final 10.4.2022](#)
10. [22-639](#) Consider Adopting the Main Street Policy.
- Attachments:** [1 - Main Street Policy](#)
 [2 - NDDC MOU 2018](#)
 [3 - Hyperlink to Main Street America website](#)
 [4 - Hyperlink to Rethos website](#)
 [5 - Hyperlink to FODN website](#)
 [6 - Rethos Main Streets Handbook](#)
11. [Ord. 1045](#) First Reading of Ordinance No. 1045 - Amending City Code, Chapter 34 -
 Land Development Code, Article 6 - Signage and Article 9 - Definitions.
- Attachments:** [1 - Ordinance Draft \(Staff & PC Recommended\)](#)
 [2 - Alternative: HPC Recommended Ordinance Draft](#)
 [3 - Hyperlink to 8.11.22 HPC Meeting](#)
 [4 - Hyperlink to 8.18.22 PC Meeting](#)
 [5 - Public Hearing Notice](#)
 [6 - Hyperlink to Previous Signage Staff Reports](#)
 [7 - Hyperlink to Public Comment](#)
12. [22-640](#) Consider Approval of Lease Agreements with Northfield Senior Citizens Inc.
 d.b.a. FiftyNorth of the Northfield Community Resource Center.
- Attachments:** [LEASE AGREEMENT 2022-2023 FINAL](#)

13. [22-641](#) Consider a motion to adopt the Surface Water Management - Flood Control Policy.
- Attachments:** [1 - 3.03 - SURFACE WATER MANAGEMENT - FLOOD CONTROL FINAL](#)
14. [22-642](#) Consider Approving Professional Service Agreement for the 2023 Reclamation and Overlay Project.
- Attachments:** [1 - Consultant-professional services contract_SEH](#)
 [2 - STRT2023-2023 Reclamation and Overlay RFP](#)
 [3 - SEH Submittal_2023 Reclamation and Overlay Project](#)
 [4 - Bolton & Menk Submittal_2023 Reclamation and Overlay Project](#)
 [5 - Project Process](#)
15. [Res. 2022-095](#) Consider Accepting Bids and Awarding Contract - TH 3 Traffic Signal Improvement Project.
- Attachments:** [1 - Resolution - TH 3 Signal Improvements Project](#)
 [2 - Project Location Map](#)
 [3 - Bid Tab](#)
 [4 - Project Process](#)
16. [Res. 2022-096](#) Consider Resolution to Authorize the Purchase of CAT 140 Motor Grader.
- Attachments:** [1- CAT Motor grader resolution.docx](#)
 [2- CAT Motor grader 2023-2027 CEP.pdf](#)
 [3- 140 CAT Quote.pdf](#)
17. [Res. 2022-097](#) Consider Resolution to Authorize the Purchase of JetVac Utilities Truck.
- Attachments:** [1 - JetVac Purchase Resolution.docx](#)
 [2 - VACTOR - JetVac Quote](#)

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.

18. [Res. 2022-098](#) Consider Resolution Accepting Capital Improvement Plan Pedestrian and Bikeway Recommendations Report.

Attachments: [1 - res approving CIP pedestrian & bikeway](#)
 [2 - Northfield CIP Analyzation Final Report](#)
 [3 - PC Resolution 2022-001](#)

19. [Ord. 1046](#) First Reading of Ordinance No. 1046 - Amending City Code, Chapter 34 - Land Development Code, Article 8 - Development Procedures.

Attachments: [1 - Draft Ordinance](#)
 [2 - Hyperlink to 9.15.22 PC Meeting](#)
 [3 - Hyperlink to 8.11.22 HPC Meeting](#)
 [4 - Hyperlink to Previous Staff Reports](#)

20. [Res. 2022-099](#) Consider Resolution Setting Fees Related to Sale of Edible Cannabinoid Products.

Attachments: [1 - Resolution.CannabinoidFees](#)
 [2 - 09-20-2022 Council Minutes](#)
 [3 - Cannabinoid Fee Comparison Spreadsheet](#)

ADMINISTRATORS UPDATE

21. [22-643](#) 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.