

**Minutes of the Regular Meeting  
of the  
City of Northfield Council  
January 27, 2014**

Pursuant to written notice, the regular meeting of the City of Northfield Council was held on Monday, January 27, 2014, at the Fenley Office Park, 4965 U.S. Highway 42. Council members present: Sharon Berger, Catharine Birch, Steve Levy, Clark Rhea, Tracy Walker and Bill White. City officials present: Mayor Randolph Chappell, Police Chief Richard Frank, Treasurer Charles Veeneman and City Engineer Phil Hasselwander.

**MINUTES**

Minutes of the November 25, 2013, meeting were approved as distributed.

**TREASURER'S REPORT**

Mr. Veeneman distributed and reviewed the Balance Sheet as of December 31, 2013, for the General Fund and the Budget vs Actual Statement for the General Fund for the period November 1, through December 31, 2013, the Balance Sheet as of December 31, 2013, for the Road Fund and the Budget vs Actual Statement for the Road Fund for the period November 1, through December 31, 2013, and the City's List of Investments as of December 31, 2013.

**NEW RESIDENTS**

Ms. Birch announced that the Shaffer family has moved into 2013 Newmarket Drive.

**POLICE REPORT**

Police Chief Richard Frank briefed the council on recent activities throughout the city. He reported that there was no criminal activity within the city during the past two months and that 16 citations were issued.

**NEW BUSINESS**

**NORTHFIELD'S CITY-OWNED LOTS**

Mayor Chappell reported that MSD has placed several structures in the area of the city-owned lots. It is estimated that 30% of these structures lie outside the MSD easement. Mr. Joel Latto, Land Survey Manager for Ops Engineering, specializing in public utility easement work, has submitted an estimate to perform a formal evaluation of this property and possible encroachment. Mayor Chappell will consult with City Attorney John Singler regarding this issue but did recommend that the City obtain this report.

It was moved by Mr. Levy and seconded by Ms. Berger that the City proceed with Mayor Chappell's recommendation to obtain a formal evaluation of this property and possible encroachment, spending no more than \$800. Council members voting in favor of motion: Berger, Birch, Levy, Rhea, Walker and White. Motion carried.

**PAY SCALE ORDINANCE FOR CITY EMPLOYEES**

Mr. White and Mr. Levy will form a committee to discuss changes in the pay scales for all Northfield employees. An ordinance will be adopted outlining these new pay scales.

**ADJOURN**

There being no further business, the meeting was adjourned at 8:12 p.m.

The next regular meeting of the Northfield City Council will be Monday, February 24, 2014.

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Sharon Berger, Acting City Clerk

Attest:

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Randolph Chappell, Mayor  
City of Northfield