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MINNESOTA TO: Taskforce Members  
 ILLINOIS FROM: John McNamara *jm*  
 MICHIGAN  
 COLORADO DATE: May 5, 2009  
 COMM. NO: 082137

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SUBJECT: City of Northfield – New Public Safety Facility Taskforce  
 April 30, 2009 Meeting Minutes

**Attendants:**

Gerry Franek, Fire Chief  
 Joel Walinski, City Administrator  
 Andrew Yurek, Committee Member  
 Fred Rogers, Committee Member  
 Jon Denison, Committee Member/ Council  
 Kris Vohs, Committee Member/ Council  
 Greg Colby, Committee Member  
 Jerry Anderson, Committee Member  
 Mark Taylor, Police Chief  
 Jenelle Teppen, Committee Member  
 Ray Cox, Committee Member  
 David Huistendahl, Committee Member  
 John McNamara, Wold Architects and Engineers

**Discussion Topics:**

- A. Wold confirmed distribution of meeting minutes from the last meeting and inquired regarding any comments:
  1. There were no comments from the committee.
- B. Wold distributed an updated Site Selection Matrix for review and confirmed the following sites that are being considered:
  1. Current Safety Center Site.
  2. Highway 3 – Valley Co-Op.
  3. Cowles Property – Riverview Drive.
  4. Furlong GM Auto Sales.
- C. There was discussion regarding Furlong GM Auto Sales and a request to remove it from consideration. The following was discussed:
  1. The City Administrator shared his recent conversation with the Owner. The Owner was ok with leaving it as a potential site and would be open to further discussion. They believe their dealership will continue.
  2. The group discussed acquiring this site could be an issue due to the high cost and possible relocation costs. Additionally, it is the only site currently not for sale.
  3. After further discussion the group agreed to leave this site as a possible consideration as an alternate site should it become available.



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- D. Wold distributed diagrammatic drawings of each of the sites with a potential building location. The following was discussed for each site:
1. Current Safety Center – The site is currently in the flood plain and any modifications or additions would need to be 2 feet above the 100 year flood elevation. This limits the ability to expand the facility. As previously discussed, utilizing the existing building as a Police Station is viable. The question was asked regarding what would happen to the current Safety Center site should it not be used for a Safety Center. The current site per the lease agreement has to be used for “public use”. There are various options available to the City should this site be used for something other than a Safety Center.
  2. Highway 3 – Valley Co-Op – Site is large enough for a combined Safety Center. Orientation of the building would allow for a north-south facing apparatus bay. Additional site area is available to the rear. This could be used as expansion space. The City Administrator shared that as this area has been developed, the ponds were designed to handle additional storm water for developing businesses.
  3. Cowles Property – Riverview Dr. – Site is large enough for a combined Safety Center. There is a 1 acre property near Perkins that would not be needed. Expansion is possible on this site and access to Highway 3 can occur on Riverview Dr. and Heritage Dr.
  4. Furlong GM Auto Sales – This is the largest site and would easily accommodate the Safety Center with room to grow. Access to Heritage Dr. is easy to accomplish. The site narrows near Riverview Dr. and access to this road may be more difficult due to the curve in the road.
- E. The signalization of Heritage Drive was discussed. The city has had a recent meeting with MNDOT to discuss this. The distances between access points and adding additional signal lights would restrict traffic movement through this area. Depending on the final site locations, further discussions with MNDOT will be necessary. Adding a signal at the Co-Op site will likely not be possible due to the proximity to Jefferson Pkwy. Adding opticons at each of the existing signals along Highway 3 is a possibility. Probable cost of \$12,000 each. This should be included in the budget.
- F. The group agreed to move forward with these four sites for the public open house on May 7, 2009. Furlong GM Auto Sales should be labeled as an alternate site should it becomes available.
- G. Wold distributed costs scenarios for the group to review. Adjustments have been made to reflect the quality and type of buildings the committee toured. The group discussed having additional cost information for some of the alternate program items from previous meetings such as additional parking and the gun range.
- H. As part of the discussion regarding cost, the question was asked regarding reducing square footage. The group discussed that the cost scenarios were based on the information reviewed at previous meetings. It was discussed that feedback from the City Council related to the sites, square footage and budget could be discussed at the Council Work Session on May 11, 2009. If necessary, these topics will be on the next Taskforce Agenda for May 14, 2009. The group felt that this was acceptable.



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- I. Additional information was requested related to renovation cost for the existing Safety Center. Wold shared that renovation cost for the existing facility was included in the previous study, but will revisit the cost information for the committee and have that for the next meeting.
- J. The group discussed that the current city budget includes \$8.5 million for a Safety Center. It was shared that this is not a fixed number and would need to have further discussion with the Council. The group discussed the participation of the Townships in this project. It was shared that they currently contribute \$100,000 combined to the City for services and could potentially add \$40 to \$50,000 per year towards a new Safety Center. This will need further discussion as the project moves forward.
- K. The group discussed next steps. The public open house is confirmed for May 7, 2009 starting at 6:00 p.m. at the Safety Center. The materials will include the detailed information on the sites, potential building orientations and an overall map showing the locations within the City. Tours of the facility will also be available. The group also discussed the Council Work Session and having a few representatives from the Taskforce be available for this discussion.

cc: Attendants  
Michael Cox, Wold  
Tyler Kavanaugh, Wold

SM/CI\_Northfield/082137/min/4-30-09