



# City of Northfield

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

## Meeting Agenda

### City Council

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Tuesday, July 13, 2021

6:00 PM

Council Chambers

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#### Regular Special Meeting

#### 6:00 PM - REGULAR AGENDA CALL TO ORDER

*Mayor: Pownell*

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

#### APPROVAL OF AGENDA

#### PRESENTATIONS

1. [21-388](#) Presentation by MetroNet Related to Community-Wide Construction of High Speed Fiber-Optic Internet, Television and Phone Service.

**Attachments:** [1 - Introductory Presentation by Metronet](#)

#### 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. [21-389](#) Consider Approval of June 1, 2021 City Council Meeting Minutes.
3. [21-390](#) Consider Approval of City Council Work Session Meeting Minutes for June 8, 2021

**Attachments:** [1 - 6-1-2021 Council Minutes](#)

**Attachments:** [06-08-21 minutes for approval](#)

4. [21-391](#) Consider Approval of June 15, 2021 City Council Meeting Minutes.

**Attachments:** [1 - 6-15-2021 Council Minutes](#)

5. [Ord. 1025](#) Consider Ordinance Amending to Section 14.2 of the Northfield City Charter (Second Reading)

**Attachments:** [1 - Ord. 1025 Charter Amendment Section 14.2](#)  
[2 - Res. 2021-047 Receive Amendment and Call for Public Hearing](#)  
[3 - Notice of Public Hearing](#)  
[4 - Current Charter.Chapter 14](#)  
[5 - Hood memo on amendments 2011](#)  
[6 - Minnesota Statutes 2020, Section 410.1](#)  
[7 - Charter Amendment Process Timeline](#)

6. [Ord. 1026](#) Consideration of Cable Franchise Ordinance with MetroNet (Second Reading).

**Attachments:** [1 - Ord. 1026 MetroNet Franchise](#)  
[2 - Dark Fiber Agreement](#)  
[3 - Resolution](#)  
[4 - Grogan MetroNet Cable Franchise Presentation](#)  
[5 - Introductory Presentation by Metronet](#)

7. [21-392](#) Consider Approval of New Handbook Policy (Advance Resignation Notice Program).

**Attachments:** [1- Advance Resignation Notice Policy tracked](#)  
[2- Advance Resignation Notice Policy FINAL](#)

8. [Res. 2021-059](#) Consider Resolution of Support for Rice County Corridor Study and Rice County Request for State Capital Bonding Requests.

**Attachments:** [1 - 2021 Res Support Northfield for Decker Ave Study](#)  
[2 - Northfield Area Access Management and Safety Plan](#)  
[3 - Decker Ave Cooridor Study Map](#)

9. [Ord. 1027](#) Consider Summary Publication of Ordinance No. 1025 Amending Chapter Fourteen of the Northfield City Charter.

**Attachments:** [1 - Ord. 1025 Charter Amendment Summary](#)

10. [Res. 2021-060](#) Resolution to Approve a Minor Subdivision of Outlot F, Locust Development.

**Attachments:** [1 - Resolution](#)  
[2 - Exhibit A - Final Plat](#)  
[3 - Location Map](#)

11. [21-393](#) Consider Approval of Updated Handbook Policy 5.05 (Tuition Reimbursement).
- Attachments:** [1- 5.05 tuition reimb changes tracked 2021](#)  
[2- 5.05 tuition reimb changes FINAL](#)
12. [21-394](#) Consider Approval of Updated Handbook Policy 4.25 (Personal Use of City Property).
- Attachments:** [1- 4.25 personal use of city property - redlined](#)  
[2- 4.25 personal use of city property - final](#)
13. [21-395](#) Consider Approval of Updated Handbook Policy 8.05 (Holidays).
- Attachments:** [1- 8.05 Holidays 2021 tracked](#)  
[2- 8.05 Holidays 2021 final](#)
14. [21-396](#) Consider Community Event In-Kind Grant Support.
- Attachments:** [1 - Event List 2021](#)  
[2 - Hyperlink Community Event Page](#)
15. [Res. 2021-061](#) Approve application for a raffle and off-site gambling premises permit for the Defeat of Jesse James Days Committee, Inc. at Babcock Park, September 10 and 11, 2021.
- Attachments:** [1 - Premises permit resolution](#)
16. [Ord. 1028](#) Consider Summary Publication of Ordinance No. 1026 Granting Cable Television Franchise to CMN-RUS, Inc (Metronet).
- Attachments:** [1 - Ord. 1026 MetroNet Franchise.summarypublication](#)
17. [21-397](#) Consider Approval of Temporary Liquor Licenses for the Defeat of Jesse James Days Committee.

## 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.

18.     [21-398](#)                   Public Hearing for Liquor License for Two Scouts Standing LLP DBA Froggy Bottoms - 307 Water Street South.

**Attachments:**           [1 - Public Hearing Notice.TwoScouts](#)  
                                  [2 - 307WaterSt\\_350 map](#)

19.     [21-399](#)                   Consideration of New Liquor License Two Scouts Standing LLP dba Froggy Bottoms at 307 Water Street South.

**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.

20.     [Res. 2021-062](#)           Consider Resolution providing for the Sale of \$5,255,000 General Obligation Street Reconstruction, Improvement and Equipment Bonds, Series 2021A for Public Improvements.

**Attachments:**           [1 - PreSaleResolution.Northfield.2021A](#)  
                                  [2 - PreSaleReport.Northfield.2021A](#)

21.     [21-400](#)                   Review of 2022-2023 Budget; includes personal services, debt service preliminary summaries and strategic priorities.

**Attachments:**           [1 - 2022 Budget Preliminary Review Strategic Initiatives 7.13.21 v1](#)

22.     [21-401](#)                   Discussion of City Attorney Regular Meeting Attendance Schedule and Participation In Person and Remote.

**Attachments:**           [1 - Atty Memo to Council Re Attendance at Meetings 062221](#)  
                                  [2 - First Amendment of City Attorney Contract](#)  
                                  [3 - City Attorney F&H 2021 Rates](#)

**ADMINISTRATORS UPDATE**

23. [21-402](#) 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](mailto:lynette.peterson@ci.northfield.mn.us). TDD users can call (507) 645-3030. Please call at least 24 hours before the meeting, if possible.***