



City of Northfield

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

Meeting Agenda

City Council

Tuesday, August 21, 2018

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor: Pownell

Councilmembers: Colby, DeLong, Nakasian, Ness, Peterson White, Zweifel

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. [18-399](#) July 10, 2018 City Council Meeting Minutes

 Attachments: [City Council Meeting Minutes July 10, 2018](#)

2. [18-400](#) July 17, 2018 City Council Meeting Minutes

 Attachments: [City Council Meeting Minutes July 17, 2018](#)

3. [18-401](#) June 12, 2018 City Council Work Session Minutes

 Attachments: [City Council Work Session Minutes June 12, 2018](#)

PRESENTATIONS

4. [18-402](#) Southern Minnesota Initiative Foundation (SMIF) Update of Activities and
 2019 Budget Funding Request.

 Attachments: [1- SMIF Contribution](#)

5. [18-403](#) Presentation from Minnesota Towards Zero Deaths (TZD) and Rice County
 Safe Roads Coalition regarding TZD Grant and Activities.

 Attachments: [1- LGP.Northfield.final.08.21.2018](#)

6. [18-404](#) Northfield Historical Society Report.

 Attachments: [1 - 2018 Mid-Year Report](#)
 [2 - NHS Contract](#)

7. [18-405](#) Presentation of Business Subsidy/TIF Request by Strobel and Werner Real Estate Holdings Incorporate (dba Aurora Pharmaceutical).

Attachments: [1 - Staff Land Valuation](#)
[2 - Loan Committee Minutes 7-18-18](#)
[3 - Certificate of Survey](#)
[4 - DRC Approval Letter - Aurora Pharmaceutical](#)
[5 - Aurora Expansion Presentation](#)
[6 - City of Northfield Draft TIF Plan for ED TIF District 073118](#)

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

8. [18-406](#) Consider Approval of Additional Professional Services with Short Elliot Hendrickson Inc. (S.E.H.) for Division Street and Seventh Street Reconstruction, Washington Street Mill and Overlay, and Various Parking Lot Rehabilitations Project and Spring Creek Road.

Attachments: [1- SIGNED SEH CONTRACT](#)
[2- Additional Services Letter 08 08 18](#)

9. [18-407](#) Consider Approving Disbursements totaling \$3,862,280.59.

Attachments: [1- Disbursements 1](#)
[2- Disbursements 2](#)
[3- Disbursements 3](#)
[4- Disbursements 4](#)
[5- Disbursements 5](#)

10. [18-408](#) Consider Approval of Strategic Plan (2018-2022) Strategic Targets.

Attachments: [1 - Summary Strategic Plan - amended with new Targets 8-16-18](#)
[2 - Strategic Plan Targets PP](#)
[3 - Initial Summary Strategic Plan - final as approved 10 17 2017](#)

11. [18-409](#) Consider Response to Northfield City Charter Commission Request.

Attachments: [1 - Resolution 2016-053 and Related Documentation](#)
[2 - Charter Commission Request](#)
[3 - Memo re charter commission role and authority \(Charter Commission\) 092517](#)

12. [18-410](#) Consider Approval of Fire Department 2019 Capital Equipment Budget Contribution.
- Attachments:** [1 - NAFRS - Budget Request Letter FINAL- 2019](#)
 [2 - NAFRS APPROVED Capital Equipment Plan \(CEP\) 2019-2028](#)
 [3 - NAFRS Equipment Committee Background Recommendation Capital Improvement](#)
 [4 - Council Approved NAFRS 2019 Operating Budget](#)
 [5 - 2014_04_01 NAFRS Joint Powers Agreement](#)
13. [Res. 2018-072](#) Approve application for off-site gambling premises permit for the Defeat of Jesse James Days Committee, Inc. at the Entertainment Center in the Water Street Parking Lot September 6-9, 2018.
- Attachments:** [1 - Premises permit resolution](#)
14. [Res. 2018-073](#) Consider Resolution Approving Plans and Specifications and Order Advertisement for Bids for 2018 Spring Creek Road Reconstruction Project.
- Attachments:** [1 - Resolution Approve Plans and Specifications](#)
 [2 - 2018 Recon Spring Creek Road Location Map](#)
 [3 - Project Process - Spring Creek Road Reconstruction](#)
 [4 - Link to Plans](#)
15. [Res. 2018-074](#) Consideration of Resolution Approving a Minor Subdivision of Locust Development 3rd Addition - Outlot E.
- Attachments:** [1 - Resolution](#)
 [2 - Final Plat](#)
 [3 - Location Aerial Map](#)
 [4 - The Family Residence Preliminary Site Plan](#)
 [5 - 8.4.8 Type 5 Review Procedure Hyperlink](#)

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.

16. [18-411](#) Public Hearing on Tax Abatement for 2018 Public Improvements.
Attachments: [1 - Northfield - Abatement and 2018B Bonds presale discussion](#)
17. [Res. 2018-075](#) Consider Resolution approving Property Tax Abatements.
Attachments: [3 - 2018B Abatement Resolution](#)
18. [Res. 2018-076](#) Consider Resolution providing for the Sale of \$1,765,000 General Obligation Bonds, Series 2018B for Public Improvements.
Attachments: [1 - PreSaleResolution.Northfield.2018B](#)
[2 - PreSaleReport.Northfield.2018B](#)

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.

19. [Res. 2018-077](#) Consider Resolution Approval of the Preliminary Plat of the Bluff View Addition.
Attachments: [1 - Resolution](#)
[2 - Bluff View Area Map](#)
[3 - Preliminary Plat](#)
[4 - Proposed Final Plat](#)
20. [18-412](#) Discuss Paid Parental Leave as a New Employee Benefit.
Attachments: [1- 8.30 family medical leave-revised 2009](#)
[2- 8.35 pregnancy and parenting leave - final](#)
[3 - 8.01 vacation 2014 final](#)
[4- 8.03 sick leave - Final April 2015](#)
[5- 8 02 VACATION LEAVE DONATION POLICY - Final](#)
[6 - Hyperlink Transforming Maternity Care](#)
[7 - 8.21.18 Northfield summary](#)
[8 - Copy of 6.6.18 parental leave summary comparable cities](#)

21. [Res. 2018-078](#) Consider Resolution Approving Budget Amendment for 2018 Polaris Ranger-Special Patrol Vehicle to be Purchased in 2018 utilizing the Vehicle and Equipment Fund.

Attachments: [1- RESOLUTION Vehicle and Equipment Fund Budget Amendment 2018](#)
 [2- 2018 Ranger Quote - Marketing Model](#)
 [3- 2018 Ranger Quote - Full Price Comparison](#)
 [4- 2019 Ranger Quote - NPD - 07.13.18](#)
 [5- LaCanne Polaris Quote - 07.27.18](#)
 [6- 2018 Ranger - Demo Model Pix](#)

ADMINISTRATORS UPDATE

22. [18-413](#) City Administrator's Update

Attachments: [1- Upcoming Agenda Items 9.4.18](#)

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 Deb Little, City Clerk, at deb.little@ci.northfield.mn.us. TDD users can call (507) 645-3030. Please call at least 24 hours before the meeting, if possible.