



City of Northfield

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

Meeting Agenda

City Council

Tuesday, October 1, 2019

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor: Pownell

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

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. [19-1106](#) September 17, 2019 City Council Meeting Minutes

Attachments: [Meeting Minutes Sep 17 2019](#)

PRESENTATIONS

2. [19-1107](#) Presentation - Proclaiming November 3, 2019 as Ruth's House of Hope Day in Northfield

Attachments: [Hyperlink](#)

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

3. [Res. 2019-111](#) Consider Resolution Proclaiming November 3, 2019 as Ruth's House of Hope Day in Northfield.

Attachments: [1 - Resolution - Ruth's House proclamation 2019](#)
[2 - Hyperlink](#)

4. [19-1108](#) Consider Approving Disbursements totaling \$1,161,471.24

Attachments: [1 - Disbursements](#)
[2 - Disbursements](#)

5. [Res. 2019-112](#) Approve application for off-site gambling premises permit for the Defeat of Jesse James Days Committee, Inc. at the Eagles Club, 304 Water Str., on October 27, 2019.

Attachments: [1 - Premises permit resolution](#)

6. [19-1109](#) Consider Approval of Additional Project Scope for the Professional Service Agreement for the 2020 Mill and Overlay Project Engineering Services.

Attachments: [1 - Bolton and Menk Original Consultant Contract](#)

[2 - Additional Scope of Services](#)

[3 - Project Process](#)

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.

7. [19-1110](#) Public Hearing on TIF Request for Fifth Street Lofts.

Attachments: [1 - Published Public Hearing Notice](#)

[2 - Fifth Street Lofts TIF Presentation City Staff](#)

[3 - Ehlers TIF District Presentation](#)

8. [Res. 2019-113](#) Consider Resolution to Approve Creating a Tax Increment Financing District and to Approve a Tax Increment Financing Agreement for Fifth Street Lofts.

Attachments: [1 - Resolution](#)

[2 - 5th and Washington TIF Agreement](#)

[3 - TIF Plan](#)

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.

9. [19-1111](#) Consider Approval of Change Order No. 14 for the Division and Seventh Street Reconstruction Project, Washington Street Mill and Overlay and Various Parking Lot Rehabilitations Project.

Attachments: [1- Change Order #14](#)

10. [19-1112](#) Review of Proposed Purchasing Policy Amendments.

Attachments: [1 - 4 55 purchasing policy- proposed amendments final mark-up 092619 v9](#)
[2 - 4 55 purchasing policy- clean copy proposed amendments final mark-up 092619 v9](#)
[3 - HF3841 House Research Memo](#)

ADMINISTRATORS UPDATE

11. [19-1113](#) City Administrator's Update.

Attachments: [1- Upcoming ran 92719](#)

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.