

# **City of Northfield**

*City Hall  
801 Washington Street  
Northfield, MN 55057  
[ci.northfield.mn.us](http://ci.northfield.mn.us)*



## **Meeting Agenda**

**Tuesday, August 22, 2017**

**6:00 PM**

**Council Chambers**

**City Council**

## 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. [17-957](#) August 8, 2017 City Council Meeting Minutes

**Attachments:** [Meeting Minutes Aug 8, 2017](#)

## PRESENTATIONS

## 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. [17-958](#) Consider Approving Disbursements totaling \$756,043.79

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

3. [17-959](#) Consider Approving a Temporary Liquor License for St. Dominic School for October 7, 2017.

4. [Ord. 992](#) Consider Ordinance Amendment to Chapter 6 Alcoholic Beverages related to Sunday liquor sales.

**Attachments:** [1 - Ord 992](#)  
[2 - ARTICLE 5 2017 applicable state law changes](#)  
[3 - Hyperlink Chapter 340A. Liquor](#)  
[4 - City Code Chapter 6 ALCOHOLIC BEVERAGES](#)

5. [17-960](#) Summary Publication of Ordinance No. 992 Amending Northfield City Code Chapter 6 - Alcoholic Beverages Related to Sunday On-Sale Licenses

**Attachments:** [1 - Ord 992 summary](#)

6. [17-961](#) Approve Sunday Liquor License for Loon Liquors at 1325 Armstrong Road.

7.     [Res. 2017-064](#)     Approve Resolution authorizing the City of Northfield on behalf of the Police Department, to enter into an updated Joint Powers Agreement with the State of Minnesota for use of the Criminal Justice Data Communications Network
- Attachments:**     [1 - Resolution for BCA Connections - August 2017](#)  
                          [2 - Northfield PD Master JPA](#)  
                          [3 - Northfield PD Court Amendment](#)
8.     [Res. 2017-065](#)     Consideration of Resolution Ordering Preparation of Feasibility Report for the 2018 Spring Creek Road Reconstruction, City Project STRT2018-A38.
- Attachments:**     [1 - Res Order Feasibility Report](#)  
                          [2 - Project Process - Spring Creek Road Reconstruction](#)  
                          [3 - Spring Creek Rd Feasibility Area](#)
9.     [Res. 2017-066](#)     Consideration of Resolution Ordering Preparation of Feasibility Report for the 2018 Division and Seventh Street Reconstruction Project and Washington Street Mill and Overlay, City Project STRT2018-A37.
- Attachments:**     [1 - Res Order Feasibility Report](#)  
                          [2 - Project Process - Division & Seventh Feasibility](#)  
                          [3 - 2018 Project Maps Feasibility](#)
10.    [17-962](#)             Award Engineering Contract - 2018 Division and Seventh Street Reconstruction, Washington Street Mill and Overlay, and Spring Creek Road Reconstruction
- Attachments:**     [1 - SEH Consultant-professional services contract](#)  
                          [2 - RFP Cost Breakdown](#)

## 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.*

11. [17-963](#) Continued Public Hearing on Assessments for the 2017 Street Reclamation Project - 1900 Sibley View Lane.
- Attachments:** [1 - 2017\\_Assessment Roll - ALL](#)
12. [Res. 2017-067](#) Consideration to Adopt Findings Related to Assessment Objection for 2017 Street Reclamation Project, City Project 2017STRT - A36.
- Attachments:** [1 - Resolution 1900 Sibley View Lane](#)  
[2 - 1900 Sibley View Ln Assessment Objection Letter](#)  
[3 - 1900\\_SibleyViewLane Adjustment Map](#)

## 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.

13. [Res. 2017-068](#) Consider Adopting Assessments for the 2017 Street Reclamation Project.
- Attachments:** [1 - Res - 2017 Street Reclamation Adopt Assessments](#)  
[2 - Project Process - Current](#)  
[3 - Project Cost and Funding Assessment Adoption](#)  
[4 - 2017\\_Assessment Roll - ALL Alt #1](#)  
[5 - 2017\\_Assessment Roll - ALL Alt #2](#)
14. [17-964](#) Consider Approval of Liquor Licenses for The Reunion LLC - 314 Division Street S.
- Attachments:** [1 - Chapter 6 ALCOHOLIC BEVERAGES CITY CODE](#)
15. [Res. 2017-063](#) Consider Resolution Authorizing the City Administrator to Provide Certain Non-Union Employees of the City of Northfield an Additional Step in the Base Pay Schedule in 2018.
- Attachments:** [1 - Resolution for August 22 2017](#)  
[2 - Resolution 2017-023](#)
16. [17-965](#) Review Preliminary Proposed 2018-2019 Liquor Store Operating Budget.
- Attachments:** [1 - 2018 Budget Liquor Store 8.22.17](#)

17.     [17-966](#)                   Review proposed 2018 Public Works Department Operating Funds and 2018-2022 Capital Improvement Plan and Capital Equipment Plan.

**Attachments:**           [1 - 2018 Utilities Operator Increase Request](#)  
                                  [2 - Draft 2018-2022 CIP Department and Funding 8-16-17](#)  
                                  [3 - Draft 2018-2022 CEP Department and Funding 8-10-17](#)  
                                  [4 - 2018-2022 CIP Streets](#)  
                                  [5 - 2018 PW Budget Council Presentation 8-22-17](#)

## ADMINISTRATORS UPDATE

18.     [17-967](#)                   Upcoming Agenda Items

**Attachments:**           [Upcoming Agenda Items List](#)

## 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 5/7 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](mailto:deb.little@ci.northfield.mn.us). TDD users can call (507) 645-3030. Please call at least 24 hours before the meeting, if possible.***