



City of Northfield

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

Meeting Agenda

City Council

Tuesday, January 7, 2020

6:00 PM

Council Chambers

5:00 PM - CLOSED SESSION CALL TO ORDER

1. [20-001](#) Consideration of Closed Meeting - 5:00 pm Pursuant to Minnesota Statutes § 13D.05, subd. 3 (c) to develop or consider offers or counteroffers for the purchase of real property located at 700 Hwy 3 North, Lot 1 Block 1 Sheldahl Industrial Park (PID 2231226003), and 440 Water St N.

Attachments: [1 - Closed Meeting Property Location Map](#)

ADJOURN

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor: Pownell

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

APPROVAL OF AGENDA

APPROVAL OF MINUTES

2. [20-002](#) December 3, 2019 City Council Meeting Minutes

Attachments: [Meeting Minutes Dec. 3 2019](#)

PRESENTATIONS

3. [20-003](#) Presentation on January 11, 2020 as National Human Trafficking Awareness Day in Northfield as part of National Human Trafficking Awareness and Prevention Month.

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

4. [Ord. 1008](#) Consider Ordinance Vacating Sanitary Sewer Easement in Lots 3 and 4, Block 48 of Original Town.

Attachments: [1 - Ordinance](#)
[2 - Location Map](#)

5. [20-004](#) Consider Summary Publication of Ordinance No. 1008 Vacating Sanitary Sewer Easement in Lots 3 and 4, Block 48, Original Town.

Attachments: [1 - Summary Publication](#)

6. [20-005](#) Consider Designation of Official Newspaper.

Attachments: [1 - Hyperlink - Charter Sec. 15.1 - Official Publications](#)
[2 - Hyperlink - City Code Sec. 2-57 - Meetings](#)
[3 - Official Newspaper References City Attorney e-mail](#)

7. [20-006](#) Consider Designation of Official Depository for the City of Northfield.

8. [20-007](#) Consider Approval of Mayoral Board/Commission and Council Appointments.

Attachments: [board comm apps - Redacted](#)

9. [Res. 2020-001](#) Proclaim January 11, 2020 as National Human Trafficking Awareness Day in Northfield as part of National Human Trafficking Awareness and Prevention Month.

Attachments: [1 - Resolution Human Trafficking and Awareness Month and Day](#)

10. [20-008](#) Consider Approving Disbursements totaling \$5,051,742.89.

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

11. [Res. 2020-002](#) Consider Resolution of Support for Minnesota Investment Fund Application.

Attachments: [1 - Resolution](#)
[2 - Minnesota Investment Fund \(MIF\) Application](#)
[3 - Minnesota Investment Fund \(MIF\) Hyperlink for More Detailed Information](#)

12. [Res. 2020-003](#) Consider Resolution for the Lot Consolidation of 501 Washington Street and 503 Washington Street.
- Attachments:** [1 - Resolution](#)
 [2 - Washington Subdivision](#)
 [3 - Location Map](#)
 [4 - North Elevation Image](#)
 [5 - West Elevation Image](#)
13. [20-009](#) Consider Approving Costs for Mayor Pownell to attend the National League of Cities Congressional City Conference in Washington DC.
- Attachments:** [Hyperlink](#)
14. [Res. 2020-004](#) Community Development Block Grant - Consider Adopting Resolution in Support of Fiscal Year 2020 Allotment of Program Funds.
- Attachments:** [1 - Resolution](#)
 [2 - CDBG Application PY2020](#)
 [3 - CDBG Fund Balance 9-Oct-2019-CDA](#)
15. [20-010](#) Consider Approval of Liquor Licenses for Manawa, LLC at 212 Division Str. S.
16. [20-011](#) Consider Approving Costs for Councilor Nakasian to attend the National League of Cities Congressional City Conference in Washington DC.
- Attachments:** [Hyperlink](#)
17. [Res. 2020-005](#) Consider Retaining Statutory Tort Limits
- Attachments:** [1 - Resolution retaining statutory tort limits](#)

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.

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.

18. [20-012](#) Consideration of Election of President Pro Tem.

Attachments: [1 - Hyperlink - Charter Section 3.9 - President Pro Tem](#)
 [2 - Hyperlink - City Code Sec. 2-57 - Meetings](#)

19. [Ord. 1009](#) Consider Ordinance Amending Northfield City Code, Chapter 30 - Health Care and Sanitation, Article II. - Tobacco (Tobacco 21 Ordinance)

Attachments: [1 - Proposed Tobacco ordinance amendments 2019 v.3 101619](#)
 [2 - City Code ARTICLE II. TOBACCO EXISTING](#)
 [3 - Chapter 461 2019](#)
 [4 - Notice of Proposed Ordinance Changes Letter 120419](#)
 [5 - T21 presentation from 11-19-19](#)
 [6 - Hood Memo re T25 112219](#)
 [7 - T21-T25 Implications - 12.18.19](#)

20. [Res. 2020-006](#) Consider Ordering the Improvement for the 2020 Mill and Overlay Project.

Attachments: [1 - Res. Ordering Improvement and Preparation of Plans](#)
 [2 - Project Location Map](#)
 [3 - Feasibility Report - Link to Project Page](#)
 [4 - Bumpout Guidelines Memo & Map](#)
 [5 - Project Process](#)
 [6 - 2020 Mill & Overlay Order Improvement Presentation](#)

21. [Res. 2020-007](#) Consider Resolution Calling for Public Hearing on the Intention to Issue General Obligation Street Reconstruction Bonds and the Proposal to Adopt a 5-year Street Reconstruction Plan therefore.

Attachments: [1 - Northfield 2020 Resolution Calling for public hearing \(v2\)](#)
 [2 - 2020 Bonding Schedule](#)

22. [20-013](#) Update of Resolution for Request for Local Sales Tax Authorization from the State of Minnesota.

Attachments: [1 - Parks and Rec Survey Northfield](#)
[2 - Hyperlink to Fieldstone Research](#)

ADMINISTRATORS UPDATE

23. [20-014](#) City Administrator's Update.

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 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.