



City of Northfield

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

Meeting Agenda

City Council

Tuesday, February 4, 2020

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. [20-066](#) January 7, 2020 City Council Meeting Minutes.

Attachments: [Meeting Minutes Jan 7 2020](#)

2. [20-067](#) January 14, 2020 City Council Work Session Meeting Minutes.

Attachments: [1- 01-14-2020 MEETING MINS FOR APPROVAL](#)

3. [20-068](#) January 21, 2020 City Council Meeting Minutes.

Attachments: [Meeting Minutes Jan 21 2020 revised](#)

PRESENTATIONS

4. [20-069](#) Presentation of Consider Resolution Proclaiming Tuesday, February 4, 2020 as "Wayne Eddy Day" in Northfield, Minnesota.

Attachments: [Final Resolution for Wayne Eddy Day](#)

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

5. [Ord. 1004](#) Consider Ordinance Vacating a Drainage Easement on the Locust Development 3rd Addition.

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

6. [20-070](#) Consider Approving Summary Publication of Ordinance No. 1004 - Vacating Drainage Easement on the Locust Development 3rd Addition.
- Attachments:** [1- Summary of Publication](#)
7. [20-071](#) Consider Approving Easement Agreement with Blackbird LLC, on Lot 2 Block 1 of Locust Development 3rd Addition.
- Attachments:** [1 - Permanent Public Storm Sewer Easement](#)
8. [20-072](#) Consideration of Mayoral Appointments to the Housing and Redevelopment Authority.
- Attachments:** [1 - HRA applications](#)
 [2 - HRA item incr board size](#)
9. [20-073](#) Consider Approval of Change Order No. 15 for the Division and Seventh Street Reconstruction Project, Washington Street Mill and Overlay and Various Parking Lot Rehabilitations Project.
- Attachments:** [1- Change Order #15](#)
10. [20-074](#) Consider Approving Disbursements totaling \$1,442,156.72
- Attachments:** [1 - Disbursements](#)
 [2 - Disbursements](#)
11. [Res. 2020-012](#) Consideration of Resolution Granting Spectrum Mid-America LLC (a/k/a “Charter”) a Franchise Extension through July 7, 2020.
- Attachments:** [1- 2020 Resolution Extending Franchise.docx](#)
12. [20-075](#) Consider Approving the Contract with Cannon River Water Partnership.
- Attachments:** [1 - CRWP Stormwater Education Contract](#)
13. [20-076](#) Consider Approval of 2020 City Administrator Performance Evaluation Process.
- Attachments:** [3.02 City Administrator Performance Review Policy - Adopted April 17, 2018](#)
14. [Res. 2020-013](#) Consider Approval of Amendments to City of Northfield Employee Handbook.
- Attachments:** [1- Final Resolution for 2.4.20 CC mtg \(v.2\) 012820](#)
 [2- Non-DOT Drug and Alcohol Policy](#)
 [3- 3.80 Drug Alcohol Testing - DOT 2020](#)
15. [Res. 2020-014](#) Consider Resolution Proclaiming Tuesday, February 4, 2020 as "Wayne Eddy Day" in Northfield, Minnesota.
- Attachments:** [1-Resolution for Wayne Eddy Day](#)

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. [20-077](#) Public Hearing on the adoption of a Street Reconstruction Plan and Issuance of Street Reconstruction Bonds up to \$1,500,000 to finance the Trunk Highway 246 and Jefferson Parkway Intersection Reconstruction project.

Attachments: [1 - Northfield - draft street reconstruction and overlay plan for bond issuance](#)
 [2 - 2020 Bonding Schedule](#)
 [3 - Public Hearing Notice](#)

17. [Res. 2020-015](#) Consider Resolution Approving a Street Reconstruction Plan and Giving Preliminary Approval to Issue Street Reconstruction Bonds related to financing for the Jefferson Parkway and Trunk Highway 246 Roundabout improvement project.

Attachments: [1 - Res - 633746-v2-Northfield GO Bonds 2020A APPROVING STREET RECON](#)
 [2 - 2020 Bonding Schedule](#)

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. [Ord. 1010](#) Consider amendment to Northfield City Ordinance, Chapter 86 - Vegetation, Article 1 Regarding Noxious weeds.

Attachments: [1 - Amendments to the Noxious Weed ordinance presentation](#)
[2 - Proposed Noxious Weed Ordinance Amendments](#)
[3- Noxious Weed Resolutions Nov2019](#)

19. [Res. 2020-016](#) Consider Resolution of Support for Raising the Legal Age for Tobacco Sales and Possession from 18 to 21 and Banning the Sale of Flavored Tobacco Products in the State of Minnesota.

Attachments: [1 - Resolution on T21 and Flavored Tobacco-City of Northfield 1-2020 \(002\) final](#)
[2 - Northfield Vaping Data- REVISED slide #6- 1-29-20](#)
[3 - Flavored Tobacco Products Fact Sheet by MSFG-2019](#)
[4 - T21-Fact Sheet by Tobacco21.org 1-2020](#)
[5 - Institute of Medicine-IOM Report Brief on Raising Age to T21- March-2015](#)

20. [20-078](#) Update on Strategic Plan Progress - Quarter four 2019

Attachments: [1 - Strategic Plan Update for Council Report Q4 2019 Final](#)
[2 - Strategic Plan Update for Council - Q4 Update Feb 2020](#)

21. [20-079](#) Review of Amendments to Strategic Plan Targets.

Attachments: [1- Strategic plan tartgets](#)

ADMINISTRATORS UPDATE

22. [20-080](#) City Administrator's Update.

Attachments: [1 - League of Minnesota Cities Legislative Policies Hyperlink](#)
[2- 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.