



City of Northfield

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

Meeting Agenda

City Council

Tuesday, November 10, 2020

6:00 PM

Gotomeeting

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor: Pownell

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

APPROVAL OF AGENDA

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

1. [20-560](#) Consider approval of October 13, 2020 Work Session Meeting Minutes.

Attachments: [1- Meeting Minutes 10.13.20 for approval](#)

2. [20-561](#) Consider Approval of October 20, 2020 City Council Meeting Minutes.

3. [20-562](#) Consider Approving Disbursements totaling \$3,554,490.59

Attachments: [1 - Disbursements](#)

[2 - Disbursements](#)

[3 - Disbursements](#)

OPEN PUBLIC COMMENTS

The presence of the public at the regular meeting location is not feasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. § 13D.021, subd. 1(3). Please use one of the alternate methods for input below during the pandemic:

- *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. Because the meeting is being held online, prior to the start of the Council meeting, you may call in or connect via computer with the GoToMeeting information provided as attached under approval of the agenda, to provide your oral comments, input, or testimony. If you desire to make oral comments to the City Council, please unmute your device and turn on your camera (if applicable) and the chair will call upon you to speak. Persons must give their name and address.*
- *Send an email no later than 4 pm on the day of the meeting to City Clerk Deb Little at deb.little@ci.northfield.mn.us noting meeting item comment in the subject line and type your comment in the body of the email or attach a document if necessary. These comments will be sent to the entire City Council. Comments will be posted on the City's website with other meeting items following the meeting.*
- *eComment – Comment on agenda items by using the eComment (electronic comment) system no later than 4 pm the day of the meeting. Once the City Council agenda is published, the eComment link will be active. Persons can review agenda item details, indicate their position on an item and leave feedback by clicking on the eComment tab on the City Council meetings page: <https://northfield.legistar.com/Calendar.aspx>*
- *Send a letter containing your input to: City Clerk Deb Little, City of Northfield, 801 Washington Str., Northfield, MN 55057*
- *Members of the public can always contact the City Council directly via phone or email to provide input. This input will not be read publicly during the meeting.*

PUBLIC HEARINGS AND RELATED ACTION

The presence of the public at the regular meeting location is not feasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. § 13D.021, subd. 1(3). Please use one of the alternate methods for input below during the pandemic:

- *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). Because the meeting is being held online, prior to the start of the Council meeting, you may call in or connect via computer with the GoToMeeting information provided in the public hearing notice and also attached under approval of the agenda, to provide your oral comments, input, or testimony.*
- *If you desire to make oral comments to the City Council during the public hearing, you were requested, but are not required, to contact staff via e-mail as noted in the public hearing notice no later than 4:00 p.m. to notify the City of the same. The chair will call on those that have signed up in advance and then ask for other persons that wish to speak. Please unmute your device and turn on your camera (if applicable) when called upon to speak. 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.*
- *Send an email no later than 4 pm on the day of the meeting to City Clerk Deb Little at deb.little@ci.northfield.mn.us and copy the staff member noted in the public hearing notice, noting public hearing comment in the subject line, and type your comment in the body of the email or attach a document if necessary. These comments will be sent to the entire City Council. Comments will be posted on the City's website with other meeting items following the meeting.*
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- *Send a letter containing your input to: City Clerk Deb Little, City of Northfield, 801 Washington Str., Northfield, MN 55057.*

4. [20-563](#) Public Hearing on Ordinances Implementing Franchise Fees.

- Attachments:**
- [1 - NOTICE OF PUBLIC HEARING ON ELECTRIC AND GAS FRANCHISE FEES](#)
 - [2 - Electric Franchise Fee Ord \(4.0 perc. street-trails-climate\) 101620](#)
 - [3 - Gas Franchise Fee Ord \(5 perc. streets-trails-climate\) 101620](#)
 - [4 - Northfield Electric and Gas Franchise Fee - Final Report 10.20.2020 v2](#)
 - [5 - City council presentation 10.2020](#)
 - [6 - Council 10.13.2020 Worksession Presentation](#)
 - [7 - Hyperlink - Construction Projects](#)
 - [8 - Hyperlink - Climate Action Plan](#)
 - [9 - Hyperlink - Council Meeting Page eComment](#)

REGULAR AGENDA

The presence of the public at the regular meeting location is not feasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. § 13D.021, subd. 1(3). Please use one of the alternate methods for input below during the pandemic:

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- *Send a letter containing your input to: City Clerk Deb Little, City of Northfield, 801 Washington Str., Northfield, MN 55057*
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5. [20-564](#) Review Resolution Establishing Franchise Fee Rebate Program.

- Attachments:**
- [1 - City of Northfield Draft Franchise Fee Rebate Program Memo - 11.3.2020 \(002\)](#)
 - [2 - Resolution - Franchise Fee Refund Program Option A - ALL RES/COMMERCIAL](#)
 - [3 - Resolution - Franchise Fee Refund Program Option B - ALL RES ONLY](#)
 - [4 - Resolution - Franchise Fee Refund Program Option C - final](#)
 - [5 - Resolution - Franchise Fee Refund Program Option D - final](#)

6. [Ord. 1017](#) Consider Ordinance Implementing Gas Service Franchise Fee.
- Attachments:** [1 - Gas Franchise Fee Ord \(5 perc. streets-trails-climate\) 101620](#)
[2 - NOTICE OF PUBLIC HEARING ON ELECTRIC AND GAS FRANCHISE FEES](#)
[3 - Northfield Electric and Gas Franchise Fee - Final Report 10.20.2020 v2](#)
[4 - City council presentation 10.2020](#)
[5 - Council 10.13.2020 Worksession Presentation](#)
7. [Ord. 1018](#) Consider Ordinance Implementing Electric Service Franchise Fee.
- Attachments:** [1 - Electric Franchise Fee Ord \(4.0 perc. street-trails-climate\) 101620](#)
[2 - NOTICE OF PUBLIC HEARING ON ELECTRIC AND GAS FRANCHISE FEES](#)
[3 - Northfield Electric and Gas Franchise Fee - Final Report 10.20.2020 v2](#)
[4 - City council presentation 10.2020](#)
[5 - Council 10.13.2020 Worksession Presentation](#)
8. [20-565](#) Consider Resolution Authorizing CARES Act Expenditures Community Funding.
9. [20-566](#) Consideration of 2021-2022 intended budget and levy.
- Attachments:** [1- 2021 Budget Update 11.19.20](#)
[2 - 2021-2025 CEP Draft 201007](#)
[3 - 2021-2025 CIP Draft 201007](#)
10. [Res. 2020-105](#) Consider Resolution Updating the City of Northfield Acceptable Tree & Shrub List.
- Attachments:** [1 - Resolution](#)
[2 - Existing Tree Lists \(all 4 combined\)](#)
[3 - Will & Nancy's - Recommended Tree & Shrub List](#)
[4 - City - Recommended Tree & Shrub List with Highlighted Differences from Will & Nancy's](#)
[5 - Acceptable Tree and Shrub List 10.20.2020](#)

ADMINISTRATORS UPDATE

11. [20-567](#) City Administrator's Update.
- Attachments:** [1- Northfield, City of - 2020 2QTR Financial Report](#)
[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.*