



City of Northfield

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

Meeting Agenda

City Council

Tuesday, November 14, 2017

6:00 PM

Council Chambers

Council Meeting

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. [17-1097](#) October 10, 2017 City Council Meeting Minutes

Attachments: [Meeting Minutes October 10, 2017](#)

2. [17-1098](#) October 17, 2017 City Council Meeting Minutes

Attachments: [Meeting Minutes October 17, 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

3. [17-1099](#) Consider Approving Disbursements totaling \$1,838,657.54

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

4. [17-1100](#) Consider Approval of the Northfield Convention & Visitors Bureau 2018 Budget.

Attachments: [1 - Northfield Convention & Visitors Bureau 2018 Budget Proposed](#)
[2 - Convention & Visitors Bureau Contract for Services](#)
[3 - 2017 10 04 Council Presentation by CVB](#)

5. [17-1101](#) Consideration of License Agreement (Deck Encroachment) for 1417 Blue Flag Court

Attachments: [1 - License Agreement - 1417 Blue Flag Ct](#)
 [2 - Location of Public Utilities](#)
 [3 - Depiction of Proposed Encroachment](#)

6. [17-1106](#) Consider Motion Approving Hall Avenue Water Tower Maintenance Change Order

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

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. [17-1102](#) Public Hearing - Improvement Hearing for 2018 Division and Seventh Street Reconstruction and Washington Street Overlay

Attachments: [1 - Public Hearing NoticeSIGNED](#)
 [2 - Project Process - Division & 7th](#)
 [3 - Project Location Map](#)
 [4 - Preliminary Concepts 7th+Division](#)
 [5 - Preliminary Concepts Washington](#)
 [6 - Final Concept 7th-Division](#)
 [7 - Final Concept Washington](#)
 [8 - Proposed Project Funding](#)
 [9 - 2018 Draft Assessment Roll](#)
 [10 - Improvement Hearing Presentation 11142017](#)
 [11 - Division 7th ParkingComparison](#)
 [12 - Washington ParkingComparison 2nd to 6th](#)
 [13 - Washington ParkingComparison 6th to Woodley](#)

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.

8. [Res. 2017-102](#) Approve Abstract of Votes Cast at the November 7, 2017 Special Election

Attachments: [1 - Elections Resolution](#)
 [2 - Northfield Abstract](#)
 [3 - Hyperlink to Special Election Results](#)

9. [17-1103](#) Update on Xcel Energy LED Street Light Conversion.

Attachments: [1 - LED Street Lighting](#)
 [2 -City Owned Street Light Locations](#)

10. [Res. 2017-103](#) Consider Resolution Establishing A "Council City Employment Committee."

Attachments: [1 - Resolution Establishing A "Council City Employment Committee"](#)

11. [Res. 2017-104](#) Consider Resolution Approving a "Debt Policy" as a "Financial Policy" for the City of Northfield, Minnesota.

Attachments: [1 - Nov 2017 General Debt Policy Resolution](#)

12. [17-1104](#) Review of Proposed 2018 Budget and Levy

Attachments: [1 - 2018 Budget Update 11.14.17](#)
 [2 - Res 2017 Adopt 2018 City Levy 8.5%](#)
 [3 - Res 2017 Adopt 2018 City Levy 8.0%](#)
 [4 - Res 2017 Adopt 2018-2022 CIP](#)
 [5 - Res 2017 Adopt 2018-2022 CEP](#)
 [6 - Res 2017 Adopt 2018 Budget 8.5%](#)
 [7 - Res 2017 Adopt 2018 Budget 8.0%](#)

ADMINISTRATORS UPDATE

13. [17-1105](#) Upcoming Agenda Items

Attachments: [Upcoming Agenda Items](#)

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.