



# City of Northfield

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

## Meeting Agenda

### City Council

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Tuesday, November 21, 2017

6:00 PM

Council Chambers

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#### 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. [17-1121](#) November 14, 2017 City Council Meeting Minutes

**Attachments:** [Meeting Minutes Nov 14 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. [17-1122](#) Consider Approving Disbursements totaling \$322,686.51

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

3. [17-1123](#) Consider Confirmation of Mayoral Appointments to the Council City Employment Committee.

**Attachments:** [1 - Res 2017-103 - Establishing a Council City Employment Committee](#)

4. [17-1124](#) Consider Motion to authorize the purchase of 2017 John Deere front-end loader

**Attachments:** [1 - John Deere Loader Quote.pdf](#)  
[2 - Caterpillar Loader Quote.pdf](#)  
[3 - Case Loader Quote.pdf](#)  
[4 - CEP Report - Front End Loader](#)

## 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.

5.        [17-1125](#)                      Public Hearing to certify 2017 Delinquent bills.

**Attachments:**        [1 - 2017 CERTIFICATION LETTER](#)  
                                 [2 - 11-13-17 City Council Certification List](#)

6.        [Res. 2017-105](#)                Consider certifying delinquent charges to taxes payable 2018

**Attachments:**        [1 - Certification of 2017 Delinquent Charges Resolution](#)  
                                 [2 - 11-13-17 City Council Certification List](#)

## 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.

7.        [17-1126](#)                      Discussion and Review of City Identification Ordinance and Program

**Attachments:**        [1 - HRC Municipal ID Presentation from 9 13 17 Council mtg.](#)  
                                 [2 - Draft Ordinance](#)  
                                 [3 - Attorney Hood Memo re municipal ID card program legal authority](#)

8.      [Res. 2017-106](#)      Consider Resolution Ordering the Improvement for the 2018 Division & Seventh Street Reconstruction and Washington Street Overlay.

**Attachments:**      [1 - Res. Ordering Improvement and Preparation of Plans](#)  
                                 [2 - Project Location Map](#)  
                                 [3 - Project Process - Division & 7th](#)  
                                 [4 - Final Concept Division Seventh](#)  
                                 [5 - Division & Seventh Alternative Option #1](#)  
                                 [6 - Division & Seventh Alternative Option #2](#)  
                                 [7 - Final Concept Washington](#)  
                                 [8 - Funding Tables - Order Improvement](#)

9.      [17-1127](#)              Consider Approval of Northfield Historical Society Contract.

**Attachments:**      [1 - NHS 2018 - 2020 proposed contract](#)  
                                 [2 - NHS Contract 2015-2017](#)  
                                 [3 - NHS Funding History and Request 2017](#)

10.     [17-1128](#)              Update on pending lease amendment review with St. Olaf regarding senior housing project adjacent to Northfield Hospital and Clinics.

11.     [17-1129](#)              Update on Northfield Area Fire & Rescue Services (NAFRS) fire station expansion project.

**Attachments:**      [1 - NAFRS Council Resolution](#)  
                                 [2 - Fire Station Project Cost Update 11-13-17](#)  
                                 [3 - Proposed New NAFRS Lease](#)  
                                 [4 - First Amendment to Joint Powers Agreement \(v.5 Final\) 092717](#)  
                                 [5 - 2017\\_11\\_21 NAFRS Presentation pdf](#)

12.     [17-1130](#)              Review of 2018 Budget and Levy Presentation for December 5th Public Hearing

**Attachments:**      [1 - Presentation 2018 Budget Update 11.21.17](#)  
                                 [2 - Draft 2018-2022 CIP Department and Funding 11-14-17 - 2](#)  
                                 [3 - Draft 2018-2022 CEP Department and Funding 11-14-17-2](#)  
                                 [4 - Res 2017 Adopt 2018 Budget 8.5%](#)  
                                 [5 - Res 2017 Adopt 2018 Budget 8.0%](#)  
                                 [6 - Res 2017 Adopt 2018 City Levy 8.5%](#)  
                                 [7 - Res 2017 Adopt 2018 City Levy 8.0%](#)  
                                 [8 - Res 2017 Adopt 2018-2022 CIP](#)  
                                 [9 - Res 2017 Adopt 2018-2022 CEP](#)  
                                 [10 - 2018 Northfield Property Tax Change Map](#)

**ADMINISTRATORS UPDATE**

13.     [17-1131](#)                   Upcoming Agenda Items

Attachments:     [Upcoming Agenda Items 17-Nov-2017-02-08-04](#)

**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](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.*