



City of Northfield

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

Meeting Agenda

City Council

Tuesday, June 18, 2019

6:00 PM

Council Chambers

5:00 PM - CLOSED SESSION CALL TO ORDER

1. [19-920](#) Consideration of pending or threatened litigation concerning the incorporation of Bridgewater Township and/or possible responsive City boundary adjustment petitions.

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. [19-921](#) June 4, 2019 City Council Meeting Minutes

Attachments: [City Council Meeting Minutes June 4, 2019](#)

PRESENTATIONS

3. [19-922](#) Presentation - Northfield Arts Guild 60th Anniversary and Proclaiming August 20 as Myrna Johnson Day in Northfield.
4. [19-923](#) Northfield Hospital & Clinics update on "Clinic and Birth Center Expansion."

Attachments: [1 - Hospital Expansion Resolution 2018-139](#)
[2 - Birth Center and Clinic Project Update to City Council June 2019](#)

5. [19-924](#) Legislative Update - Representative Todd Lippert

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

6. [Res. 2019-056](#) Consider Accepting Bids and Awarding Contract - 2019 Street Reclamation Project
- Attachments:** [1 - Resolution - 2019 Street Reclamation Project Award](#)
 [2 - Project Location Map](#)
 [3 - Bid Tab](#)
 [5 - Project Process](#)
 [6 - Bolton & Menk Bid Recommendation Letter](#)
 [4 - Funding Tables award](#)
7. [19-925](#) Consider First Amendment to Consultant Services Contract for the Convention and Visitors Bureau.
- Attachments:** [1 - First Amendment of CVB contract](#)
 [2 - 2019-2021 CVB Contract approved 11/20/2018](#)
 [3 - 2019 CVB Policies and Procedures](#)
 [4 - Certificate of Insurance](#)
 [5 - City Code Chapter 74 Lodging Tax](#)
 [6 - Lodging Tax Statute 469.190](#)
8. [19-926](#) Consider Approval of First Amendment to Contract for Civil City Attorney Services
- Attachments:** [1 - First Amendment of City Attorney Contract v.3 060519 - 5 yr extension FH](#)
 [2 - Flaherty Hood Civil Contract Motion M2014-127](#)
 [3 - 2019 rates letter](#)
9. [19-927](#) Consider Approval of First Amendment to Contract for Prosecuting City Attorney Services.
- Attachments:** [1 - First Amendment of City Attorney Contract v.3 060519 - 5 yr extension EL](#)
 [2 - Eckberg Lammers Contract Motion M2014-128](#)
 [3- Northfield Criminal - Case Type 2016-2018](#)
 [4- Northfield City Criminal - Total Cases](#)
 [5 - Eckberg Lammers rate increase 2018 2019](#)
 [6 - Eckberg Lammers Contract Request - 05.07.19](#)
10. [19-928](#) Consider Approving Disbursements totaling \$779,999.09
- Attachments:** [1- Disbursements](#)
 [2- Disbursements](#)
11. [19-929](#) Consideration of Acceptance of the City of Northfield Comprehensive Annual Financial Report (CAFR) for the Year Ended December 31, 2018.

12. [Res. 2019-057](#) Consider Resolution Recognizing the Northfield Arts Guild's 60th Anniversary and Proclaiming August 20, 2019 as Myrna Johnson Day in Northfield.

Attachments: [Guild - Myrna Johnson Resolution](#)

13. [19-930](#) Modification of Sanitary Sewer Easement on Edward Teske Trust (Florellas)

Attachments: [1 - Figure1_700HWY3N](#)
 [2 - Modification of Easement](#)

14. [Res. 2019-058](#) Consider Resolution to authorize Budget Amendment and accept Deputy Registrar Reimbursement Grant to the Motor Vehicle Fund #215

Attachments: [1 - Resolution accepting Department of Public Safety grant](#)
 [2 - MNLARS Deputy Registrar Reimbursement Grant notification](#)

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.

15. [19-931](#) Public Hearing on Assessments for the 2019 Street Reclamation Project.

Attachments: [1 - 2019 Assessment Hearing Notice](#)
[2 - 2019 Street Reclamation Assessment Roll](#)
[3 - 2019 HRA Street Assess Assist Flyer](#)
[4 - Project Process](#)
[5 - North Area Benefit Appraisal Properties](#)
[6 - South Area Benefit Appraisal Properties](#)
[7 - Typical Standard Lot - John North Park](#)
[8 - Standards for Front Footage](#)
[9 - Typical Twin Home John North](#)
[10 - Typical Cul-de-sac Single Family Lot - Blue Stem Court](#)
[11 - Typical Single Family Lot - Third Street Area](#)
[12 - Funding Tables award](#)

16. [Res. 2019-059](#) Consider Adopting Assessments for the 2019 Street Reclamation Project.

Attachments: [1 - Res - 2019 Street Reclamation Adopt Assessments](#)
[2 - Assessment Hearing Notice](#)
[3 - Project Process](#)
[4 - Funding Tables award](#)
[5 - 2019 Street Reclamation Assessment Roll](#)

17. [19-932](#) Public Hearing for Ordinance vacating drainage easement on Outlot A Southbridge 1st Addition.

Attachments: [1 - Ordinance](#)
[2 - Southbridge Outlot A Vacation Map](#)

18. [Ord. 1005](#) Ordinance vacating drainage easement on Outlot A Southbridge 1st Addition.

Attachments: [1 - Ordinance](#)
[2 - Southbridge Outlot A Vacation Map](#)

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.

19. [19-933](#) Consider Agreement Between City of Northfield and Independent School District No. 659 Relating to City of Northfield/Community Services Recreation Program.

Attachments: [1- Recreation Agreement \(2019-2021\) Proposed Redline](#)
[2 - Recreation Agreement \(2019-2020\) Proposed Supporting Information](#)
[3 - Recreation Agreement 2016-2019 Background Memo](#)
[4 - Hospital Recreation Funding Agreement \(Existing\)](#)
[5 - Motion M2013-017 SD City Rec Agr 2013-2016 background information](#)

20. [Ord. 1006](#) Consider Ordinance for Text Amendment to LDC for Historic District signage

Attachments: [FINAL Ordinance Historic District Signage Regs](#)
[2 - 03-21-19 Planning Commision Meeting Minutes](#)

21. [19-934](#) Request for City Participation in FiftyNorth Future Space and Programming Planning Process.

Attachments: [1 - FiftyNorth NCRC Discussion Excerpt 05-14-2019 CC AGENDA PACKET](#)
[2 - March 12 City Council Worksession Presentation NCRC Management Contract Disc](#)
[3 - NCRC Tenant Locations](#)
[4- Motion M2018-143](#)

ADMINISTRATORS UPDATE

22. [19-935](#) 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.*