

# City of Northfield

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

## **Meeting Agenda**

# **City Council**

Tuesday, November 5, 2019 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. 19-1161 October 8, 2019 City Council Work Session Meeting Minutes.

Attachments: 1- 10-08-2019 Meeting Mins-draft

2. <u>19-1162</u> October 15, 2019 City Council Meeting Minutes

Attachments: Meeting Minutes Oct 15 2019

#### **PRESENTATIONS**

3. 19-1163 Northfield Historical Society Report.

Attachments: 1 - NHS PP Mid Year 2019

2 - NHS 2019 Mid-Year Report

3 - NHS Contract

4. <u>19-1164</u> Presentation of report from the Northfield Downtown Development

Corporation (NDDC).

<u>Attachments:</u> 1- City council presentation 11.2019

2 - NDDC Signed Contract

5. <u>19-1165</u> Presentation on Climate Action Plan Survey at Northfield High School

<u>Attachments:</u> 1 - MYC presentation for City Council 11.5

#### **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.** <u>19-1166</u> Consider Approving Disbursements totaling \$2,227,019.90

<u>Attachments:</u> <u>1 - Disbursements</u>

2 - Disbursements3 - Disbursements

7. <u>19-1167</u> Approval of the 2020 Budget for the Convention and Visitors Bureau.

<u>Attachments:</u> <u>1 - 2020 CVB Budget FINAL</u>

2 - City Code Chapter 74 Lodging Tax

3 - Lodging Tax Statute 469.190

4 - 2019-2021 contract w amendment

**8.** Res. 2019-117 Consider Resolution to Accept Public Improvements - Hills of Spring Creek

6th Addition.

<u>Attachments:</u> 1 - Final Acceptance Resolution

2 - Hills of Spring Creek 6th Addition - Development Agreemen

3 - Certificate of Final Acceptance4 - Hills 6th Addition Location Sheet

9. <u>19-1168</u> Consider Approval of Amendments to City of Northfield Employee Handbook,

Section 4.02 (Alternative Work Schedule) and Section 4.40 (Appearance,

Dress, and Hygiene).

<u>Attachments:</u> 1- Alternative Work Schedule (003)

2-4.40 appearance -dress - hygiene

### **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.

**10.** 19-1169 Public Hearing for Liquor Licenses for Kahlo LLC - 306 Division Str. S.

<u>Attachments:</u> 1 - Public Hearing Notice

2 - 306Division\_350 map

11. 19-1170 Consider Approval of Liquor Licenses for Kahlo LLC at 306 Division Str. S.

Attachments: 1 - 306Division 350 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.

**12.** 19-1171 Consider Adopting the Climate Action Plan.

<u>Attachments:</u> 1 - Climate Action Plan Final Draft 102919

2- Appendices

<u>Hyperlink</u>

13. <u>19-1172</u> Consideration of 2020 Dental Benefits Renewal.

Attachments: 1- MetLife Renewal

2- Gallagher Dental Marketing Summary v2

14. Res. 2019-118 Consider Resolution Accepting Feasibility Report and Call for Improvement

Hearing - 2020 Mill and Overlay Project.

Attachments: 1- 2020 Mill and Overlay Accept Feasibility Resolution Option #1

2- 2020 Mill and Overlay Accept Feasibility Resolution Option #2

3 - Project Process

4 - Project Location Map

5 - Link to Feasibility Report

6- Link to Ped Bike Trail System Plan

7 -Feasibility Report Presentation

15. Res. 2019-119 Consider Ordering Preparation of Plans and Specifications for the 2020 Mill

and Overlay Project.

<u>Attachments:</u> 1 - Res. Ordering Improvement and Preparation of Plans

2 - Project Location Map

3 - Project Process

#### **ADMINISTRATORS UPDATE**

**16.** <u>19-1173</u> City Administrator's Update

Attachments: 1- 110119 upcoming 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.

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