



City of Northfield

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

Meeting Agenda

City Council

Tuesday, July 20, 2021

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER

Mayor: Pownell

Councilmembers: Grabau, Nakasian, Ness, Peterson White, Reister, Zuccolotto

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. [21-420](#) Consider Approval of July 13, 2021 City Council Meeting Minutes.

 Attachments: [1 - 07-13-2021 Council Minutes](#)

2. [21-413](#) Consider Summary Publication of Ordinance No. 1025 Amending Chapter Fourteen of the Northfield City Charter.

 Attachments: [1 - Ord. 1025 Charter Amendment Summary](#)

3. [Ord. 1025](#) Consider Ordinance Amending Section 14.2 of the Northfield City Charter (Second Reading)

 Attachments: [1 - Ord. 1025 Charter Amendment Section 14.2](#)
 [2 - Res. 2021-047 Receive Amendment and Call for Public Hearing](#)
 [3 - Notice of Public Hearing](#)
 [4 - Current Charter.Chapter 14](#)
 [5 - Hood memo on amendments 2011](#)
 [6 - Minnesota Statutes 2020, Section 410.1](#)
 [7 - Charter Amendment Process Timeline](#)

4. [21-421](#) Consider Approval of Consultant Services Contract for the Convention and Visitors Bureau.

Attachments: [1 - 2022-2024 CVB Agreement Draft](#)
 [2 - CVB Policies and Procedures](#)
 [3 - 2021 CVB Insurance Certificate](#)
 [4 - Chapter 74 City Code Lodging Tax](#)
 [5 - Lodging Tax Statute 469.190](#)

5. [21-422](#) Consider motion adopting Carbon Reduction Fund Policy

Attachments: [1 - Carbon Reduction Fund Policy_v4](#)

6. [21-423](#) Consider Approving Disbursements totaling \$3,292,652.48

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

7. [Res. 2021-063](#) Approve Agreement for Routine Maintenance performed by the City of Northfield on various MnDOT Trunk Highways within the City of Northfield.

Attachments: [1 - Resolution Routine Maintenance Agreement](#)
 [2 - MNDOT Agreement Areas](#)
 [3 - Version 2 1046451 BIENNIAL ROUTINE MAINTENANCE AGREEMENT-22286](#)

8. [21-424](#) Consider Approval of a Temporary Liquor License for Imminent Brewing, LLC for September 18, 2021

9. [21-425](#) Approve New Vehicle for Hire License for Virginia A. Klinger dba City Gal Transportation.

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.

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.

10. [Res. 2021-064](#) Consider Budget Amendment and Accepting Bids and Awarding Contract - City Hall Safety and Security Improvements.

Attachments: [1 - Resolution - City Hall safety and security improvements Award](#)
[2-NORTHFIELD BID TABULATIONS](#)
[3-Project Process - City Hall Safety and Security Improvements -Current](#)

11. [21-426](#) Consider Approval of Agreement to Close Out Fire Claim with League of Minnesota Cities Insurance Trust.

Attachments: [1 - WWTP Claim Agreement](#)

12. [Res. 2021-065](#) Consider Resolution Establishing American Rescue Plan Special Advisory Committee and Appointments.

13. [21-427](#) Update on Strategic Plan Action Plan and Preliminary Budget Alignment Discussion.

ADMINISTRATORS UPDATE

14. [21-428](#) City Administrator's Update.

Attachments: [1 - 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 Lynette Peterson, City Clerk, at lynette.peterson@ci.northfield.mn.us. TDD users can call (507) 645-3030. Please call at least 24 hours before the meeting, if possible.

