

City of Northfield

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



Meeting Agenda

Tuesday, December 5, 2017

6:00 PM

Council Chambers

City Council

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. [17-1139](#) November 21, 2017 City Council Meeting Minutes

Attachments: [Meeting Minutes November 21, 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. [17-1140](#) Consider Approving Disbursements totaling \$932,496.45

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

3. [Res. 2017-107](#) Consider Adopting Schedule for 2018 City Council Meetings

Attachments: [1 - Council meeting schedule resolution](#)
[2 - Council Meeting Schedule for 2018](#)

4. [Res. 2017-108](#) Consider approving designation of City of Northfield polling places for 2018.

Attachments: [1 - Resolution 2018 Polling Places](#)

5. [17-1141](#) Approve Tobacco License Renewals

Attachments: [1 - Tobacco license list 2018](#)
[2 - Hyperlink City Code Tobacco](#)
[3 - Hyperlink to Sec. 50-89 Drug Paraphernalia](#)

6. [17-1142](#) Consider Approval of Liquor License Holiday Stationstore, LLC - 100 Water Str.

Attachments: [1 - Hyperlink - Chapter 6 Alcoholic Beverages](#)

7. [Res. 2017-109](#) Consider Retaining Statutory Tort Limits and Not Purchasing Excess Liability Insurance.

Attachments: [1 - Resolution retaining statutory tort limits](#)

8. [17-1143](#) Consider Approval of Northfield Historical Society Contract.

Attachments: [1 - NHS 2018-2020 \\$29,000 per year](#)
[2 - NHS 2018 - 2020 ALTERNATE \\$25,800](#)
[3 - NHS Contract 2015-2017](#)
[4 - NHS Funding History and Request 2017](#)

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.

9. [17-1144](#) Public Hearing on the 2018 Budget and Tax Levy

Attachments: [1 - 2018 Budget & Levy Public Hearing Presentation 12.5.17](#)

10. [Res. 2017-110](#) Consider Adopting the 2017/Payable 2018 HRA Tax Levy

Attachments: [1 - Res 2017 for 2018 HRA levy](#)

11. [Res. 2017-111](#) Consider Adopting the 2017/ Payable 2018 EDA Tax Levy

Attachments: [1 - Res 2017 for 2018 EDA levy](#)

12. [Res. 2017-112](#) Consider Adopting the 2017 / Payable 2018 Tax Levy.

Attachments: [1 - Res 2017 Adopt 2018 City Levy 8.5%](#)
[2 - Res 2017 Adopt 2018 City Levy 8.0%](#)

13. [Res. 2017-113](#) Consider Adopting the Final 2018 Budget.
- Attachments:** [1 - Res 2017 Adopt 2018 Budget 8.5%](#)
 [2 - Res 2017 Adopt 2018 Budget 8.0%](#)
14. [Res. 2017-114](#) Consider Adopting the 2018-2022 Capital Improvement Plan (CIP)
- Attachments:** [1 - Res 2017 Adopt 2018-2022 CIP](#)
 [2 - FINAL 2018-2022 CIP By Funding](#)
 [3 - FINAL 2018-222 CIP](#)
15. [Res. 2017-115](#) Consider Approving the 2018-2022 Capital Equipment Plan (CEP).
- Attachments:** [1 - Res 2017 Adopt 2018-2022 CEP](#)
 [2 - FINAL 2018-2022 CEP By Funding](#)
 [3 - FINAL 2018-2022 CEP](#)
16. [17-1145](#) Public Hearing on Amended Business Subsidy Policy
- Attachments:** [1 - Business Subsidy Presentation](#)
 [2 - NOTICE OF PUBLIC HEARING](#)
 [3 - Business Subsidy Policy - Current](#)
 [4 - Revised Business Subsidy - Revised](#)
17. [Res. 2017-116](#) Consider Approval of Amended Northfield Business Subsidy Policy
- Attachments:** [1 - CC Resolution Business Subsidy Policy](#)
 [2 - Business Subsidy Policy \(REVISED\)](#)
 [3 - 10-26-2017 EDA Minutes](#)

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.*

18. [Res. 2017-117](#) 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 Current](#)
 [4 - Final Concept Division_Seventh](#)
 [5 - Division_7th_ParkingComparison_Alternative Option1](#)
 [6 - Division_7th_ParkingComparison_Alternative Option2](#)
 [7 - Division_7th_ParkingComparison_Alternative Option3](#)
 [8 - Final Concept Washington](#)
 [9 - Funding Tables - Order Improvement](#)

19. [Ord. 994](#) Consider an Ordinance Enacting a City Identification Card Program in the Public Interest

Attachments: [1 - CITY IDENTIFICATION CARDS Ord. v.6 113017](#)
 [2 - Hood Memo re municipal ID card program legal authority and data \(Final\) 100517](#)

20. [Res. 2017-118](#) Consider Resolution Calling for Public Hearing on the Intention to Issue General Obligation Capital Improvement Plan Bonds and the Proposal to Adopt a Capital Improvement Plan for 2018 through 2022 Under Minnesota Statutes, Section 475.521.

Attachments: [1 - Resolution Calling for Hearing CIP Bonds 2018A](#)
 [2 - NAFRS - 2018 G.O. CIP Bonds Fire Station](#)
 [3 - Fire Station Project Cost Update 11-13-17](#)
 [4 - NAFRS Council Resolution Plans](#)
 [5 - Northfield CIP Bonding Schedule](#)

21. [17-1146](#) Review of proposed lease agreement with St. Olaf regarding senior housing project adjacent to Northfield Hospital and Clinics.

Attachments: [1 - Proposed First Amendment Of Ground Lease](#)
 [2 - Senior Services Land Lease Joint Meeting w CC 1117](#)
 [3 - hospital ground lease with st olaf 1999](#)
 [4 - Hospt Ground Lease amendment Resolution 2001-200](#)

ADMINISTRATORS UPDATE

22. [17-1147](#) 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.