



## Northfield City Council MEETING MINUTES RECORD

**Meeting:** Regular City Council Meeting

**Date:** June 15, 2010    **Location:** Council Chambers    **Start Time:** 7:00 p.m.    **Adjourn Time:** 10:35 p.m.

**Members present:** Mayor Mary Rossing, Council Members Jon Denison, Kris Vohs, Jim Pokorney, Rhonda Pownell and Betsey Buckheit

**Members Absent:** Erica Zweifel

**Others present:** Joshua Esget, Margit Johnson, Steve Schmidt, Jane McWilliams, Victor Summa, Kathryn Summa, Randy Jennings, Mike Clark, Cliff Buikema, Jan Goefers, Philip Spensley, David DeLong, Steve Engler, Steve Rhol, Bruce Anderson, George Kinney, Dixon Bond, Jerry Anderson, Fire Chief Gerry Franek, Police Chief Mark Taylor, Deputy Police Chief Charles Walerius, Police Sergeant Mark Murphy, Information Technology Director Melissa Reeder, Human Resources Director/Risk Manager Elizabeth Wheeler, Community Development Director Brian O'Connell, Finance Director Kathleen McBride, City Clerk Deb Little, City Engineer Katy Gehler, Assistant to the City Administrator Jennifer Nash, City Administrator Joel Walinski, City Attorney Chris Hood, Northfield News, KYMN and other interested citizens.

Item	Discussion/Conclusions	Action
Call to Order	At 7:00 p.m. Mayor Rossing called the meeting to order.	A roll call was taken of members present and a quorum was declared.
Approval of Agenda	The item relating to the communications policy will be moved from the consent agenda to the first item on the regular agenda.	A motion was made by C. Vohs and seconded by C. Pownell to approve the agenda for June 15, 2010 as amended. All in favor. Motion carried.
Approval of Minutes		A motion was made by C. Vohs and seconded by C. Pownell to approve the city council meeting minutes for June 1, 2010. All in favor. Motion carried.
<b>Presentation</b>		
Outgoing Mayor's Youth Council Members	Outgoing members of the Mayor's Youth Council Lucas Rohr, Jaime Rossow, Liv Thompson and Raena Mueller-Dahl spoke about their future plans.	
<b>Consent Agenda</b>		
Comments on Consent Agenda	None	
Approval of Consent Agenda	City Administrator Walinski introduced the items on the consent agenda.	A motion was made by C. Vohs and seconded by C. Pownell to approve the consent agenda. All in favor. Motion carried.
M2010-0102 <i>Disbursements</i>	Review disbursements	

Item	Discussion/Conclusions	Action
M2010-0103 <i>Election Judges</i>	Approve appointment of election judges as shown for the August 10 Primary Election and the November 2, 2010 General Election at an hourly rate of \$9.00/hour for regular judges and \$10.00/hour for lead judges; establish an absentee ballot board; and authorize the City Clerk to appoint additional judges, designate persons to serve as the absentee ballot board, and make changes as needed to election judge assignments	
M2010-0104 <i>Mill Towns Trail</i>	Accept the financial report for the Mill Towns Trail Joint Powers Board for the year ending December 31, 2009 and approve the 2010 proposed budget	
M2010-0105 <i>Furlough Policy</i>	Adopt Employee Handbook policy #8.70 relevant to furloughs	
M2010-0106 <i>Video Streaming</i>	Authorize staff to make arrangements to provide a live stream, record and schedule cable TV playback of the following meetings: EDA, HRA, and Planning Commission/Zoning Board of Appeals	
M2010-0107 <i>2010 Seal Coat</i>	Authorize staff to advertise for bids for the 2010 Seal Coat Project	
Resolution 2010-049 <i>GreenStep Cities</i>	Approving participation in the Minnesota GreenStep Cities Program	
<b>Public Comments</b>		
Open Public Comments	Joshua Esget, 901 Summerfield Dr, expressed concern about congress not passing the Glass-Steagall amendment and asked that Council pass a resolution in favor of the amendment.	
<b>Public Hearings and Related Action</b>		
Public Hearing <i>First Street West Reconstruction</i>	City Administrator Walinski introduced proposed assessments for private utility service connections.	The public hearing to receive input on assessments for the First Street West Reconstruction project was opened by Mayor Rossing at 7:15 p.m.  A motion was made by C. Pownell and seconded by C. Buckheit to close the public hearing at 7:16 p.m. All in favor. Motion carried.
Public Hearing <i>Facilities Financing</i>	Finance Director McBride spoke about steps taken in preparation for this public hearing including preparation of a five-year CIP and publication of notice and spoke about the next steps if Council chose to issue CIP bonds and if they chose not to.  Mike Clark and Cliff Buikema of KKE Architects spoke about the process taken in planning for needs, narrowing of potential sites, and preliminary designs for new police and fire facilities including work with Council, the Steering Committee and the Design Committee.  Police Chief Taylor spoke about many issues with the current public safety building including safety issues, <i>(continued on page 3)</i>	The public hearing to receive input on the possible issuance of capital improvement bonds for facilities projects was opened by Mayor Rossing at 7:16 p.m.  A motion was made by C. Denison and seconded by C. Pownell to close the public hearing at 8:17 p.m. All in favor. Motion carried.

Item	Discussion/Conclusions	Action
<p><i>Facilities Financing (continued)</i></p>	<p>storage deficiencies, periodic flooding, lack of public accessibility and others, and asked Council to move forward in planning for a new facility.</p> <p>Fire Chief Franek spoke about safety issues with the current public safety building, reviewed work completed in examining needs of the police and fire departments, and spoke in favor of new facilities for both departments.</p> <p>Philip Spensley, Arts &amp; Culture Commission Chair, asked that 1% of the costs of a new facility be dedicated to public art.</p> <p>Jerry Anderson, local business person, asked Council to finance the projects through referendum bonds and look at ways to reduce costs.</p> <p>David DeLong, 1000 S. Spring St, expressed concern about public information, wording of potential bonding actions, and speed of Council actions.</p> <p>Margit Johnson, 613 Union St, asked that Council take their time in taking actions relating to new public safety facilities and asked that Council consider library expansion plans.</p> <p>Victor Summa, 812 St. Olaf Ave, expressed concerns about the process taken to this point and questioned petition language requirements.</p> <p>Randy Jennings, 900 Union St and member of the Steering Committee, spoke positively of the process undertaken in developing plans for new facilities and asked that Council move forward with the projects.</p> <p>Kathryn Summa, 812 St. Olaf Ave, felt that it was inappropriate for Jennings to be allowed to speak during the public hearing due to work he has done for the City.</p> <p>Steve Schmidt, 1217 Sumac Lane and member of the Design Committee, stated he felt that the current building could be remodeled prior to getting involved in the Committee and reviewing the needs for public safety now and into the future.</p>	
<p>M2010-0108 <i>Facilities Financing</i></p>	<p>Administrator Walinski introduced the first decision Council is being asked to consider relating to facilities projects. Council discussed to include library facilities costs in addition to the police and fire facilities.</p>	<p>A motion (M2010-0108) was made by C. Pownell and seconded by C. Denison to AFFIRM THAT FINANCING OPTIONS BE CONSIDERED ONLY FOR THE PUBLIC SAFETY FACILITIES, THE CONSTRUCTION OF POLICE AND FIRE FACILITIES. Yes votes by Vohs, Pownell, Denison and Rossing. No votes by Pokorney and Buckheit. Vote is 4-2. Motion carried.</p>

Item	Discussion/Conclusions	Action
<p>M2010-0109</p> <p><i>Facilities Financing</i></p>	<p>Finance Director McBride introduced the types of bonds that Council may choose to select to pay for facilities projects.</p> <p>Council discussed whether to move forward with plans to issues bonds or delay action.</p> <p>Jane McWilliams, 901 W. 1<sup>st</sup> St, questioned the process for making decisions relating to the CIP at tonight's meeting.</p>	<p>A motion was made by C. Pownell and seconded by C. Buckheit to SELECT CIP BONDS. Yes votes by Vohs and Pownell. No votes by Pokorney, Buckheit, Denison and Rossing. Vote is 2-4. Motion failed</p> <p>A motion (M2010-0109) was made by C. Pownell and seconded by C. Vohs to SELECT REFERENDUM BONDS. Yes votes by Vohs, Pownell, Denison and Rossing. No votes by Pokorney and Buckheit. Vote is 4-2. Motion carried.</p>
<p>Resolution 2010-045</p> <p><i>Facilities Financing</i></p>	<p>Council discussed the content of the proposed resolution, whether a CIP was already in place, and whether to vote on the resolution.</p>	<p>A motion was made by C. Buckheit and seconded by C. Pownell to PASS RESOLUTION 2010-045 – GIVING PRELIMINARY APPROVAL FOR THE ISSUANCE OF THE CITY'S GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS IN AN AMOUNT NOT TO EXCEED \$14,400,000 AND ADOPTING THE CITY OF NORTHFIELD, MINNESOTA CAPITAL IMPROVEMENT PLAN OF 2010 THROUGH 2014 THEREFOR.</p> <p>Buckheit and Pownell withdrew their motion and second.</p>
<b>Regular Agenda</b>		
<p>M2010-0110</p> <p><i>Communications Policy</i></p>	<p>Administrator Walinski noted that Attorney Hood provided clarification on language within the policy.</p>	<p>A motion (M2010-0110) was made by C. Pownell and seconded by C. Pokorney to ADOPT EMPLOYEE HANDBOOK POLICY #4.27 RELEVANT TO COMMUNICATIONS. All in favor. Motion carried.</p>
<p>Resolution 2010-046</p> <p><i>Crossings Project</i></p>	<p>Community Development Director O'Connell introduced this item regarding the Crossings project and answered questions posed by Council.</p> <p>Steve Bubul of Kennedy and Graven spoke about negotiations between representatives of Highland Bank, Piper Jaffray, and the City of Northfield to come to an agreement relating to the Crossings project.</p>	<p>A motion was made by C. Vohs and seconded by C. Buckheit to PASS RESOLUTION 2010-046 – APPROVING A SUPPLEMENTAL AGREEMENT BETWEEN THE CITY OF NORTHFIELD AND HIGHLAND BANK RELATED TO THE CROSSINGS OF NORTHFIELD. All in favor. Motion carried.</p>

Item	Discussion/Conclusions	Action
Resolution 2010-047  <i>Crossings Project</i>		A motion was made by C. Buckheit and seconded by C. Pownell to PASS RESOLUTION 2010-047 – PROVIDING THE FORM, TERMS, AND COVENANTS OF AN AMENDED AND RESTATED TAXABLE TAX INCREMENT REVENUE NOT (THE CROSSINGS PROJECT), SERIES 2006. All in favor. Motion carried.
Discussion  <i>Budget</i>	<p>Administrator Walinski introduced budget policies and directives formed from the June 1 Council meeting and the June 8 Council work session.</p> <p>Finance Director McBride answered a question relating to administrative charges to the EDA and HRA.</p> <p>Council discussed the possibility of conducting a citizen survey.</p> <p>The following statements were discussed to be added to the draft budget policies and directives for the next meeting:</p> <ul style="list-style-type: none"> <li>- The Council believes in leading by example and therefore they will not ask staff or citizens to do anything that they are not willing to do themselves. This may include a reduction in council pay and size.</li> <li>- Innovation and staff accountability are encouraged.</li> <li>- In keeping with 2010 Council Strategic Direction 2.1.4, a financial advisory work group should be formed.</li> </ul>	Discussion
Resolution 2010-048  <i>County Road 1 Improvements</i>	Administrator Walinski introduced a request from the Northfield Area Chamber of Commerce to ask Rice County to consider improvements to CSAH 1.	A motion was made by C. Pownell and seconded by C. Vohs to PASS RESOLUTION 2010-048 - SUPPORTING THE NORTHFIELD AREA CHAMBER OF COMMERCE REQUEST FOR RICE COUNTY TO CONSIDER IMPROVEMENTS TO CSAH 1. All in favor. Motion carried.
<b>Administrator's Update</b>		
Administrator Walinski	- Meeting in Waterford Township next Monday	
<b>Reports from Mayor and Council</b>	Council Members reported on the following:	
C. Vohs	- HRA meeting	
C. Pownell	- Human Rights Commission meeting -Applied to serve on the LMC Board	
C. Buckheit	- Received many calls asking Council to support the GreenStep Cities Program - Planning Commission meeting	
C. Denison	- Arts & Culture Commission meeting	
Mayor Rossing	- Thank you from Beat Cancer organizers	

Item	Discussion/Conclusions	Action
<b>Adjourn</b>		
Adjourn the meeting	Time: 10:35 p.m.	A motion was made by C. Pownell and seconded by C. Vohs to adjourn the meeting. All in favor. Motion carried.

Submitted by: \_\_\_\_\_  
 Jennifer Nash  
 Assistant to the City Administrator

Attest: \_\_\_\_\_  
 Mary Rossing  
 Mayor

\_\_\_\_\_  
 Deb Little  
 City Clerk