



## Northfield City Council MEETING MINUTES RECORD

**Meeting:** Regular City Council Meeting

**Date:** November 16, 2009    **Location:** Council Chambers    **Start Time:** 7:00 p.m.    **Adjourn Time:** 9:54 p.m.

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

**Members Absent:** None

**Others present:** Don McGee, Margit Johnson, Steve Engler, Helen Medin, Victor Summa, Kathryn Summa, Jane McWilliams, Brian Hilgardner, Finance Director Kathleen McBride, Public Works Operations Engineer Brian Erickson, Community Development Director Brian O’Connell, Library Director Lynne Young, City Clerk Deb Little, City Engineer Katy Gehler-Hess, Assistant to the Administrator Jennifer Nash, City Administrator Joel Walinski, 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. C. Pownell was not present for the call to order.	A roll call was taken of members present and a quorum was declared.
Approval of Agenda		A motion was made by C. Zweifel and seconded by C. Buckheit to approve the agenda for November 16, 2009. All in favor. Motion carried.
Approval of Minutes	*C. Pownell joined the meeting at 7:02 p.m. following the approval of minutes.	A motion was made by C. Vohs and seconded by C. Denison to approve the city council meeting minutes for November 2, 2009. All in favor. Motion carried.
<b>Presentations</b>		
Budget Presentation  <i>Finance Director McBride</i>	Finance Director McBride presented comparisons of Northfield budget and levy numbers with Faribault, Farmington, Hastings, Hutchinson and Red Wing numbers.	
<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. Denison and seconded by C. Buckheit to approve the consent agenda. All in favor. Motion carried.
M2009-0133  <i>Disbursements</i>	Review disbursements	
M2009-0134  <i>Snow Storage – Rosewood Estates</i>	Approve the agreement by and between the City of Northfield and Rosewood Estates Homeowners Association for storage of snow on and around the City owned stormwater management pond east of Heywood Road and between Creek Land and Sunset Drive, Attachment #1	

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Resolution 2009-107 <i>Decertify TIF District – Cannon Commercial</i>	Approving the decertification of Cannon Commercial Center Tax Increment Financing District No. 15 of the City of Northfield and returning excess tax increments to other taxing jurisdictions	
Resolution 2009-108 <i>Bond Sale</i>	Calling for redemption of general obligation improvement bonds, series 2001A	
Resolution 2009-109 <i>Bond Sale</i>	Providing for the sale of \$4,300,000 general obligation improvement bonds, series 2009A	
M2009-0135 <i>Spring Creek Culvert</i>	Accept the public improvements installed for 2009 Improvement Project No. 006 – Spring Creek Road/Hall Avenue Culvert Replacement	
Resolution 2009-110 <i>Purchase Parcels from MnDOT</i>	Approving the offer from the Minnesota Department of Transportation to sell Parcels 92 and 93 (The Crossing)	
<b>Public Comments</b>		
Open Public Comments	None	
<b>Regular Agenda</b>		
Resolution 2009-111 <i>Utility Rates</i>	Finance Director McBride introduced this item adjusting fees for water, wastewater and stormwater and answered questions posed by Council.	A motion was made by C. Vohs and seconded by C. Pownell to PASS RESOLUTION 2009-111 – ADOPTING UTILITY FEE SCHEDULE. All in favor. Motion carried.
Resolution 2009-112 <i>4<sup>th</sup> Street</i>	City Engineer Gehler-Hess and Brian Hilgardner of Bolton & Menk introduced the three resolutions relating to the 4 <sup>th</sup> Street Improvement Project and answered questions posed by Council relating to design.	A motion was made by C. Zweifel and seconded by C. Vohs to PASS RESOLUTION 2009-112 – RECEIVING THE FEASIBILITY REPORT AND CALLING FOR A PUBLIC HEARING ON 2009 IMPROVEMENT NO. 005 – 4 <sup>TH</sup> STREET RECONSTRUCTION BETWEEN DIVISION STREET AND NEVADA STREET INCLUDING ADJACENT BLOCKS OF UNION, COLLEGE, WINONA, AND NEVADA. All in favor. Motion carried.
Resolution 2009-113 <i>4<sup>th</sup> Street</i>	Administrator Walinski noted a correction to a number in #1 under the “Now, Therefore, Be it resolved” section.	A motion was made by C. Pownell and seconded by C. Pokorney to PASS RESOLUTION 2009-113 – DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENTS FOR 2009 IMPROVEMENT NO. 005 – 4 <sup>TH</sup> STREET RECONSTRUCTION BETWEEN DIVISION STREET AND NEVADA STREET INCLUDING ADJACENT BLOCKS OF UNION, COLLEGE, WINONA, AND NEVADA. All in favor. Motion carried.

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Resolution 2009-114  <i>4<sup>th</sup> Street</i>		A motion was made by C. Pownell and seconded by C. Pokorney to PASS RESOLUTION 2009-114 – CALLING FOR AN ASSESSMENT HEARING FOR 2009 IMPROVEMENT NO. 005 – 4 <sup>TH</sup> STREET RECONSTRUCTION BETWEEN DIVISION STREET AND NEVADA STREET INCLUDING ADJACENT BLOCKS OF UNION, COLLEGE, WINONA, AND NEVADA. All in favor. Motion carried.
M2009-0136  <i>CIP 2010-2014</i>	Administrator Walinski introduced the discussion on major facilities items and staff recommendations.  Victor Summa, 812 St. Olaf Ave, asked for clarification on the staff recommendation.  Jane McWilliams, 901 1 <sup>st</sup> St W, also asked for clarification of the staff recommendation.  Council discussed needs for Library and Safety Center facility improvements.	A motion (M2009-0136) was made by C. Zweifel and seconded by C. Buckheit to RECOGNIZE AND CONFIRM THE NEED TO EXPAND AND/OR REPLACE THE NORTHFIELD SAFETY CENTER AND EXPAND THE NORTHFIELD LIBRARY WITHIN THE NEXT FIVE YEARS TO MEET THE NEEDS OF THE COMMUNITY FOR THE NEXT TWENTY YEARS. Yes votes by Vohs, Pownell, Pokorney, Buckheit, Zweifel and Rossing. No vote by Denison. Vote is 6-1. Motion carried.
M2009-0137  <i>CIP 2010-2014</i>	Administrator Walinski introduced options for preliminary scope for the potential safety center project.  Victor Summa, 812 St. Olaf Ave, suggested to Council how they should undertake their discussion of options.  Margit Johnson, Chair of the Library Board, spoke about work with NDDC and the Streetscape Taskforce relating to the possibility of underground parking at the time of a library expansion.  Council discussed recommendations made by the Safety Center Taskforce and how this information will be used.	A motion (M2009-0137) was made by C. Vohs and seconded by C. Pownell to SELECT OPTION C (REUSE OF EXISTING LOCATION FOR NEW FIRE FACILITY AND A NEW LOCATION FOR A POLICE FACILITY). THE MODEL SELECTED WILL BE USED FOR FUTURE PLANNING OF SAFETY CENTER PROJECT(S). THE COUNCIL WILL CONSIDER APPROVAL OF SQUARE FOOTAGE, COSTS, AND LOCATIONS IN SUBSEQUENT ACTION. Yes votes by Vohs, Pownell, Pokorney, Buckheit, Zweifel and Rossing. No vote by Denison. Vote is 6-1. Motion carried.
M2009-0138  <i>CIP 2010-2014</i>	Administrator Walinski introduced the proposed preliminary scope for the potential library expansion project.  Council discussed design of a potential expansion and possible safety concerns.	A motion (M2009-0138) was made by C. Pokorney and seconded by C. Pownell to CONFIRM THE LIBRARY EXPANSION PROJECT TO BE THE EXPANSION OF THE PUBLIC LIBRARY AT ITS CURRENT LOCATION SOUTHWARD. FURTHERMORE THE PLANNING FOR THE EXPANSION SHOULD ADDRESS AND INTEGRATE VEHICLE PARKING INTO THE FINAL PROJECT DESIGN. Yes votes by Vohs, Pownell, Pokorney, Buckheit, Zweifel and Rossing. No vote by Denison. Vote is 6-1. Motion carried.

Item	Discussion/Conclusions	Action
<p>M2009-0139</p> <p><i>CIP 2010-2014</i></p>	<p>Administrator Walinski introduced possible timelines for construction of proposed police, fire and library facility improvements and answered questions posed by Council. Council discussed timing of projects and ongoing discussions with partners.</p> <p>Margit Johnson, Chair of the Library Board, spoke about the work of the Board in developing plans and timelines for fundraising.</p> <p>C. Pokorney stated that he would be voting against the motion because he believes that the library expansion should be second following the police facility, not third as stated in the motion.</p>	<p>A motion (M2009-0139) was made by C. Buckheit and seconded by C. Zweifel to IDENTIFY THE FOLLOWING TIMELINE FOR THE SAFETY CENTER PROJECT(S) AND LIBRARY EXPANSION: CONSTRUCTION YEARS – POLICE FACILITY-2011, FIRE FACILITY-2012, LIBRARY EXPANSION-2014. Yes votes by VoHS, Pownell, Buckheit and Rossing. No votes by Pokorney, Zweifel and Denison. Vote is 4-3. Motion carried.</p>
<p>M2009-0140</p> <p><i>CIP 2010-2014</i></p>	<p>Administrator Walinski introduced a discussion of the total project costs for facility improvements.</p> <p>Margit Johnson, Chair of the Library Board, asked that Council use \$10 million as the not exceed amount for the Library Expansion and a total of \$10.3 million for the separate police and fire facilities.</p> <p>Don McGee, 710 Highland Ave, questioned estimates made by architects for fire and police facility costs.</p> <p>Victor Summa, 812 St. Olaf Ave, questioned whether Council has an understanding of full costs associated with facility improvements and temporary accommodations that may be needed.</p> <p>Walinski spoke about planning done for temporary accommodations when needed. He also answered questions relating to price per square foot estimates for police and fire facilities.</p> <p>Council discussed potential not to exceed amounts for projects.</p>	<p>A motion (M2009-0140) was made by C. VoHS and seconded by C. Pokorney to IDENTIFY AND APPROVE THE PRELIMINARY NOT TO EXCEED TOTAL PROJECT COST OF \$8.5 MILLION FOR THE CONSTRUCTION OF A NEW POLICE FACILITY AND A NEW FIRE FACILITY, AND \$8.5 MILLION FOR THE EXPANSION OF THE PUBLIC LIBRARY. THE PRELIMINARY TOTAL PROJECT COSTS ARE IN 2010 DOLLARS. TOTAL PROJECT COSTS SHALL INCLUDE ALL LAND ACQUISITIONS, SITE DEVELOPMENT AND NECESSARY SITE CORRECTIONS, ALL NECESSARY ARCHITECTURAL AND ENGINEERING DESIGN WORK AND ANY OTHER STIPULATIONS IDENTIFIED BY THE COUNCIL. APPROVAL OF FINAL FINANCIAL PLANNING FOR EACH PROJECT INCLUDING COST SHARING AND CONTRIBUTIONS, FINAL SQUARE FOOTAGE, FINAL PROJECT COSTS, AND LOCATIONS WILL BE CONSIDERED BY THE COUNCIL IN SUBSEQUENT ACTION. Yes votes by VoHS, Pownell, Pokorney, Buckheit, Zweifel and Rossing. No vote by Denison. Vote is 6-1. Motion carried.</p>
<p><b>Administrator's Update</b></p>		
<p>Administrator Walinski</p>	<p>-District Judge Benson has appointed Jane McWilliams to the Charter Commission</p>	
<p><b>Reports from Mayor and Council</b></p>	<p>Council Members reported on the following:</p>	
<p>C. Buckheit</p>	<p>- Variance granted by the Zoning Board of Appeals</p>	

Item	Discussion/Conclusions	Action
C. Zweifel	<ul style="list-style-type: none"> <li>- Business Park Steering Committee meeting</li> <li>- Rice Creek/Heath Creek meeting</li> </ul>	
C. Vohs	<ul style="list-style-type: none"> <li>- Diesel cleanup meeting</li> <li>- Drug and Alcohol Taskforce meeting</li> <li>- HRA meeting</li> <li>- Northfield Area Foundation celebration</li> <li>- Veterans Day event</li> </ul>	
C. Pokorney	<ul style="list-style-type: none"> <li>- Park and Recreation Advisory Board meeting</li> <li>- Feed My Starving Children event organized by Fifth Bridge</li> </ul>	
C. Pownell	<ul style="list-style-type: none"> <li>- Garden Club meeting</li> <li>- Met with Coldwell Banker realtors</li> <li>- Human Rights Commission meeting</li> <li>- Would like to add more commission updates to Council agendas</li> </ul>	
C. Denison	<ul style="list-style-type: none"> <li>- Mill Towns Trail Board meeting</li> </ul>	
Mayor Rossing	<ul style="list-style-type: none"> <li>- Search Committee for Hospital CEO</li> <li>- Blandin Foundation funds for Leadership Training</li> </ul>	
<b>Adjourn</b>		
Adjourn the meeting	Time: 9:54 p.m.	A motion was made by C. Pownell and seconded by C. Vohs to ADJOURN THE MEETING TO WORK SESSION. All in favor. Motion carried.

Submitted by: \_\_\_\_\_

Jennifer Nash, Assistant to the Administrator