

CITY OF JACKSON

CITY COUNCIL AGENDA

November 1, 2016

6:30 P.M.

1. **Call Meeting to Order**
2. **Roll Call/Quorum:** All council members present except _____
3. **Public Hearing:**
4. **Open Forum:** The Open Forum is a portion of the Council meeting where a maximum of three persons will be allowed to address the Council on a subject which is not a part of the meeting agenda. Persons wishing to speak must register in person with Dave Maschoff, Council Secretary, prior to the meeting. Unscheduled guests are limited to two minutes each. The Council may not take action or reply at the time of the statement but will give direction to staff at the end of the meeting regarding investigation of the concerns expressed.
 - A. **SCHEDULED GUESTS:**
 - I. Fire Chief Gary Reif: SCBA Bid Recommendation
 - B. **UNSCHEDULED GUESTS:**
5. **Consent Agenda:** All items listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion and an affirmative vote of a majority of the members present. There will be no separate discussion of these items unless a Council member so requests, in which event the item(s) will be removed from the Consent Agenda and considered separately by the Council under "8" below. These Consent Agenda items will also include motions approved by committees, commissions and boards of the City Council.
6. **Council Discussion Items**
 - A. Second Reading and Adoption of Ordinance No. 90
 - B. Accept Notice of Retirement from Street Department Equipment Operator Bill Kruppiak
 - C. Authorize Commencement of Hiring Process for New Equipment Operator
 - D. Review and Approve Fire Department's Recommendation for SCBA Equipment
7. **Other:** 1) SMBS All Member City Council Meeting Notice for November 17th in Lakefield
8. **Executive Session:**
9. **ADJOURNMENT**

Jackson is a welcoming community that promotes a healthy, active lifestyle for all ages; that values its youth; that celebrates cultural diversity; that experiences and nurtures a learning environment; and that capitalizes on the interstate to expand its manufacturing, ag services and emerging technologies base and to attract people to its vibrant downtown and unique attractions.

November 1, 2016

Reports/Informational

1. Memo Regarding Tilt Bed Trailer for Street Department
2. Memo Regarding Cleaning Services at City Hall
3. Memo Regarding SWWC Service Cooperative Wellness Institute Services
4. Memo Regarding Notice of Retirement from Equipment Operator
5. Memo Regarding Hiring Process for New Equipment Operator
6. Finance Committee Minutes – October 17, 2016
7. Liquor Committee Minutes – October 17, 2016
8. Street Committee Minutes – October 18, 2016
9. Utilities Commission Minutes – October 24, 2016
10. Building Permits Report – September, 2016
11. Monthly Power/Stats Report
12. Memo Regarding Electric Rate Increase for 2017
13. Memo Regarding Engineering Agreement for 2017 Electric Distribution Conversion Project
14. Memo Regarding Sanitary Sewer Extension Pay Request
15. Memo Regarding New IRS Limit for FSA Dollars for 2017
16. Copy of Email Notice of Upcoming SMBS Meeting in Lakefield
17. Annual Chamber of Commerce Banquet Information
18. Copy of Ordinance No. 90
19. Memo and Bid Information from Fire Department for SCBA Equipment

5. Consent Agenda Items

- A. Approval of Minutes – October 18, 2016
- B. Bills List – November 1, 2016
- C. Tilt Bed Trailer for Street Department
STAFF RECOMMENDATION: Approve the purchase of a tilt bed trailer for the Street Department from Park Vu Sales in the amount of \$5,920, plus tax, title, and license fees, and using budgeted Street Department funds to do so.
- D. Cleaning Services at City Hall
FINANCE COMMITTEE RECOMMENDATION: Authorize City staff to terminate the existing cleaning contract with Marsden Cleaning and enter into a new cleaning contract with Jackson County DAC for City Hall, effective January 1, 2017, in the amount of \$80 per week.
- E. Letter of Agreement for Service Cooperative Wellness Institute Services
STAFF RECOMMENDATION: Authorize City staff to sign a letter of agreement for wellness institute services for 2017 with the Southwest West Central Service Cooperative Wellness Institute.
- F. American Legion Post 130 Temporary Liquor License Request
STAFF RECOMMENDATION: Approve a one day temporary liquor license for the Jackson American Legion Post 130 for the Jackson County Pheasants Forever Banquet on November 15, 2016 at the Jackson National Guard Armory.

G. Utilities Commission

UTILITIES COMMISSION RECOMMENDATIONS: (a) Approve the Agreement for Professional Services from DGR Engineering for the 2017 Electric Distribution Conversion Project in the amount of \$58,500, and that it will be paid for using budgeted 2017 electric funds to do so. (b) Approve electric rate increases effective January 1, 2017.

H. Pay Request No. 6 – Sanitary Sewer Extension Project

ENGINEER'S RECOMMENDATION: Approve Pay Request No.6 to Svoboda Excavating, Inc. in the amount of \$33,060.90 for work completed on the Sanitary Sewer Extension Project.

I. Increase Section 125 Flexible Spending Account Plan Limit to New IRS Limit of \$2,600

STAFF RECOMMENDATION: Increase the amount that full-time City employees are allowed to set aside for medical expenses under the Section 125 Flexible Spending Account Plan to match that of the new IRS annual limit of \$2,600 for 2017.