

CITY OF JACKSON

CITY COUNCIL AGENDA

February 17, 2015

6:30 P.M.

1. **Call Meeting to Order**
2. **Roll Call/Quorum: All council members present except _____**
3. **Public Hearing:**
4. **Bid Lettings**
5. **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. Luke Ewald with Des Moines Valley Health and Human Services: Presentation of Appreciation Plaque to City Council
- II. Rick Goodemann with SWMHP: Housing Project Update
- III. Riverside Farmers Market: Ashley Park Shelter Request

B. UNSCHEDULED GUESTS:

6. **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.
7. **Council Discussion Items**
 - A. Review and Approve Submittal of USDA RD Grant Application for Jackson Library Project
 - B. Review and Approve Selection of Lowest Quote Obtained for Banners
 - C. Introduction and First Reading of Ordinance No. 85, 6th Series: An Ordinance Providing for Right-Of-Way Management
 - D. Introduction and First Reading of Ordinance No. 86, 6th Series: An Ordinance Enacting and Adopting a Supplement to the Code of Ordinances for the City of Jackson
 - E. Review and Approve Out-of-State Travel Policy for Elected Officials

8. **Other:** _____
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9. **Executive Session:**

10. 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.

February 17, 2015

Reports/Informational

1. Planning and Zoning Commission Minutes – January 12, 2015
2. Memo Regarding Agreement with Architect for Library Project
3. Memo Regarding Liability Coverage Waiver Form from LMCIT
4. Memo Regarding Ordinance No. 86, 6th Series: Ordinance Enacting and Adopting Code Supplement
5. Ordinance No. 85, 6th Series: Ordinance Managing Right-of-Way
6. Memo Regarding Out-Of-State Travel Policy for Elected Officials
7. Informational Letter from Southwest Crisis Center
8. Memo Regarding Riverside Farmers Market Request
9. Administrator's Memo
10. Memo Regarding City/Chamber Banner Project
11. Memo Regarding USDA RD Grant Application for Library Project

6. Consent Agenda Items

- A. Approval of Minutes – February 3, 2015
- B. Bills List – February 17, 2015
- C. AIA Document B101-2007 Standard Form of Agreement for Owner and Architect
STAFF RECOMMENDATION: Authorize City staff to sign AIA Document B101-2007 Standard Form of Agreement for Owner and Architect for Jackson Library Expansion and Renovation Project.
- D. Liability Coverage Waiver Form from League of Minnesota Cities Insurance Trust
STAFF RECOMMENDATION: Based upon past practice, it is recommended that the City Council “does not waive” the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.
- E. Chamber of Commerce Requests to Use City Streets and Parks and Misc. Requests for 2015 Events
STAFF RECOMMENDATIONS TO APPROVE THE FOLLOWING:
 1. June 18th – “Franks A Lot” Night – use of 2nd Street, from the intersections of Sheridan to West Ashley Street (3 blocks, leaving West Ashley open for cross traffic), and from West Ashley Street, to White Street from 4 p.m. until 9 p.m., and to include the use of approximately 24 orange cones from the Street Department, and the use of 22 picnic tables for the downtown area.
 2. June 26th – Sanford Kids Triathlon (swim, bike and run) at the JCC High School. Racing starting at 6 p.m. Route to be determined by the Race Directors and Tri for Health Committee.
 3. June 27th – Sanford Adult Triathlon (swim, bike and run) at the JCC High School. Racing starting at 8 a.m. Route to be determined by the Race Directors and Tri for Health Committee.
 4. June 27th – Town and Country Days Parade at 11 a.m. Line up begins at 10 a.m. using North Highway, Dewey and Springfield Parkway for staging of floats and parade entries. Parade to run East on North Highway, across Highway 71 to Second Street, South on 2nd Street to Bailey Street and disperse. Sheriff's Reserve to maintain the Ashley Street intersection and Highway 71 for emergency traffic needs. Waive parade permit fee. (Parade route subject to change)
 5. June 28th – use of Ashley Park for Community Church Service, followed by picnic lunch.
 6. July 10th – Family Night Out (Holiday Fest Fundraiser) use of Ashley Park from 4 p.m. to 9 p.m.
 7. July 10th and 11th use of Ashley Park for Rhythm of the River Festival. Waive all associated fees.
 8. December 5th – Holiday Fest Parade line up in Ashley Park. Route is State Street to 2nd Street, south to West Ashley Street, then east to the City Hall Parking lot. Waive Holiday Fest parade permit fee.
 9. December 5th – Fireworks to be displayed as part of the Holiday Fest celebration. Waive fireworks permit fee.
 10. Approve gambling permit for the Jackson Area Chamber of Commerce Fundraisers in 2015 and approve a gambling permit for Fort Belmont fundraisers (January-September 2015). I.e. the Black Powder Rifle Raffle and General Raffle.