

**CITY OF JACKSON**

**CITY COUNCIL AGENDA**

**AMENDED**

**April 21, 2015**

**6:30 P.M.**

**\*Continuation Board of Appeal and Equalization Meeting at 6:30 P.M., with Regular Meeting to Follow\***

- 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. Joel Stencel, Auditor with Eide Bailly: 2014 Audit Presentation
    - II. Dee Nestegard with Kids Lunch in the Park Program: Request for Picnic Tables at Central Park
    - III. Chuck Dunker: Regarding property matter
  - 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 Letter of Support for Boat Launch at Ashley Park
- 8. Other:** Monthly Update from Economic Development Coordinator
- 9. Executive Session:** The meeting will be closed as permitted by section 13D.05, subdivision 3(c), to develop an offer relating to the City's possible purchase of an old squad car from Jackson County for use at the Airport as a courtesy car.

**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.*

April 21, 2015

**Reports/Informational**

1. Memo Regarding Agreement for Professional Services for Mapping of Water Distribution System
2. Memo Regarding Agreement for Assessor Services
3. Memo Regarding the Hire of Seasonal Employees for the Street Department
4. Copy of 2014 Audit Presentation
5. Memo Regarding the Hire of an Additional Part-Time Liquor Store Clerk
6. Memo Regarding the Resignation of a Part-Time Liquor Store Clerk
7. Monthly Building Report – March 2015
8. Park Board Minutes – March 2015
9. Memo Regarding Letter of Support for Boat Launch
10. Memo Regarding Street Committee Recommendations
11. Administrator’s Memo (To be distributed on Tuesday)
12. Memo Regarding Lead Liquor Store Clerk at Liquor Store

**6. Consent Agenda Items**

- A. Approval of Minutes – April 7, 2015
- B. Bills List – April 21, 2015
  
- C. Agreement for Professional Services for Mapping of Water Distribution System  
**CITY STAFF RECOMMENDATION:** Approve entering into an agreement with Short Elliot Hendrickson, in the lump sum fee amount of \$1,380, for the development of booklets containing maps of the City’s water distribution system.
  
- D. Agreement for Assessor Services  
**CITY STAFF RECOMMENDATION:** Approve entering into an agreement with Jackson County for Assessor Services for the time period of July 1, 2015-June 30, 2020 in the sum amount of \$20,579.85, plus \$12.45 per parcel in excess of 1,653 parcels.
  
- E. Seasonal Employees for Street Department  
**STAFF RECOMMENDATION:** Approve the hire of Connor Gunto, Mitchell Macek, Matt Schmidt, and Brandon Schmidt as Seasonal Employees for the Street Department at an hourly rate of \$9.50.
  
- F. Hiring of Additional Park-Time Liquor Store Clerk  
**STAFF RECOMMENDATION:** Authorize the hire of Shelia Willink as a part-time liquor store clerk for the Jackson Liquor Store at the hourly rate of \$11.38, contingent upon the successful completion of a background check.
  
- G. Resignation of Part-Time Liquor Store Clerk  
**STAFF RECOMMENDATION:** Accept the resignation of Part-Time Liquor Store Clerk Craig Hagen, effective April 30, 2015.
  
- H. Planning Commission  
**PLANNING COMMISSION RECOMMENDATION:** (1) Approve variance application of Kevin and Nelson to allow a minimum side yard setback of two feet for construction of a new garage at their residence at 514 Brown Street. (2) Approve a Conditional Use Permit for FCA COOP for the replacement of one grain leg and the addition of a new grain dryer over 60 feet in height.

I. Street Committee

**STREET COMMITTEE RECOMMENDATIONS:** (1) Approve that the alley behind the library be changed from two-way to one-way, with traffic traveling northbound. “Do Not Enter” signs will be posted on the north end of the alley. (2) Approve installing an ingress only off of 4<sup>th</sup> Street into the library parking lot with traffic exiting the parking lot using the alley, and that parking stalls be striped diagonally once the surface is paved.

J. Hiring Process for Lead Liquor Store Clerk Position

**LIQUOR COMMITTEE RECOMMENDATION:** Authorize City staff to commence the hiring process for a Lead Liquor Store Clerk at the Liquor Store.

K. On-Sale and Sunday Liquor License for Garden Steakhouse and Lounge

**STAFF RECOMMENDATION:** Approve application for an On-Sale and Sunday Liquor License for new owner Laxmi Narayan, Inc. doing business as “Garden Steakhouse and Lounge” at 2007 Hwy 71 North in Jackson.