

**CITY OF JACKSON**

**CITY COUNCIL AGENDA**

**AMENDED**

**May 5, 2015**

**6:30 P.M.**

- 1. Call to Order**
- 2. Roll Call/Quorum: All council members present except \_\_\_\_\_**
- 3. Public Hearings:**
- 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. Isaac Rinkenberger, DGR Electrical Engineer: Review of 2015 Electric Project Bid Results
    - II. Daryl Barney Olson, Fort Belmont Chairman: Annual Fort Belmont Report
  - 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 MDH Grant Agreement to Seal Test Well
  - B. Review and Approve Electrical Engineer's Recommendation for 2015 Electric Project
  - C. Review and Approve Mayoral Proclamation for Small Business Week (Mayor Walter and EDC Pirsig)
  - D. Review and Approve Limited Use Permit for Non-Motorized Recreational Trail along TH71
  - E. Review and Approve Cooperative Construction Agreement with MnDOT for TH 71 Project
  - F. Review and Approve Proposed 2016 Alternate Truck Route for TH 71 Project
- 8. Other:**
- 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.*

May 5, 2015

#### **Reports/Informational**

1. Annual Fort Belmont Report
2. Park Board Minutes – April 14, 2015
3. Monthly Statistical/Power Report
4. Memo Regarding MDH Grant Agreement to Seal Test Well
5. Memo Regarding DS200 for City Elections
6. Memo Regarding Clothing Allowance Policy
7. Memo Regarding Purchasing Policy
8. Utilities Commission Minutes – March 30, 2015
9. Memo Regarding Purchasing a Used Car for ED Office from Asa Auto Plaza
10. Memo Regarding Limited Use Permit for Trail along TH 71
11. Memo Regarding Cooperative Construction Agreement with MnDOT
12. Memo Regarding Lawn Care Quotes for City Hall
13. Memo Regarding State Grant Agreement for Phase II of the Airport Master Plan Study
14. Memo Regarding Proposed 2016 Alternate Truck Route for TH 71 Project
15. Memo Regarding Pay Estimate No. 3 for Lift Station No. 1
16. Memo Regarding Landscaping Improvements at City Hall

#### **6. Consent Agenda Items**

- A. Approval of Minutes – April 21, 2015
- B. Bills List – May 5, 2015
- C. Finance Committee  
**FINANCE COMMITTEE RECOMMENDATIONS:** (1) Eliminate charging for fire department carbon monoxide calls, and that all charges incurred for carbon monoxide calls for the time period of January 1, 2015 or later be waived. (2) Purchase a DS200 from Election Systems and Software in the amount of \$6,300, plus \$95 for shipping, \$105 for a backup jump drive, and \$1,575 for one day of on-site training. (3) Adopt a clothing allowance policy for City Hall and Liquor Store employees. (4) Adopt a purchasing policy.
- D. Purchase Used Car for Economic Development Office  
**STAFF RECOMMENDATION:** Authorize City staff to purchase a 2009 Chevy Impala from Asa Auto Plaza in the amount of \$11,716.25 (this amount includes motor vehicle sales tax and license fees) for use by the City's Economic Development Coordinator.
- E. Airport Commission  
**AIRPORT COMMISSION RECOMMENDATION:** Approve hiring Overhead Door of Albert Lea at a cost of approximately \$2,000 to perform maintenance and necessary repairs on bi-fold doors on the T-hangars at the Airport.
- F. Lawn Care at City Hall  
**STAFF RECOMMENDATION:** Authorize City staff to hire Bryan Beckel with Cheapsapes to perform lawn care at City Hall at a cost of \$35 per time.

- G. State Grant Agreement for 5% of Costs for Phase II of the Jackson Airport Master Plan Study  
**AIRPORT RECOMMENDATION:** Approve a Grant Offer issued by the State of Minnesota for up to \$13,323 for the development of Phase II of the Jackson Airport Master Plan Study with an Airport Layout Plan (ALP). The City's 5% cost-share portion is \$13,323, and the Federal share is \$239,812.
- H. Pay Estimate No. 3 – Lift Station No. I Improvement Project  
**ENGINEER'S RECOMMENDATION:** Approve Pay Estimate No. 3 to Beemer Companies in the amount of \$79,539.70 for work completed in conjunction with the Lift Station No. 1 Improvement Project.
- I. EDA Half Price Lot Program  
**EDA RECOMMENDATION:** Approve extending the Half-Price Lot Program for the EDA owned subdivision lots until October 1, 2015.
- J. American Legion Post 130 Temporary Liquor License Request  
**STAFF RECOMMENDATION:** Approve one day temporary liquor license for the Jackson American Legion Post 130 for a wedding reception/dance on May 30, 2015 at the Jackson National Guard Armory.
- K. Landscaping Improvements at City Hall  
**STAFF RECOMMENDATION:** Authorize City staff to hire Singvongsa Landscaping to remove and replace the shrubs on the west side of City Hall, and also replace the dead grass along the edges of the walkways with new sod, at a total cost of \$3,486.