

**CITY OF JACKSON**

**CITY COUNCIL AGENDA**

**October 20, 2015**

**6:30 P.M.**

**REMINDER: The next regularly scheduled City Council meeting will be held at 6:00 p.m. on Monday, Nov. 2 at City Hall. The start time was adjusted to allow those interested in attending the annual Chamber Banquet to do so following the City Council meeting. Please let City staff know if you are interested in attending the banquet so that we can get you registered.**

- 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. Cathleen Amick with Western Community Action: Bus Garage Request
    - II. Teresa Burgoyne regarding letter received about building
  - 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 Quote to Install Guardrail and Ladder above Electrical Testing Room at City/County Maintenance Facility
  - B. Review and Discuss Follow-Up Regarding Request for Additional "Do Not Enter/Wrong Way" Signs in Downtown Area
  - C. Review and Approve 2016 Electrical Engineering Contract
  - D. Review and Discuss Adopt-a-Trail Program
  - E. Mayor's Proclamation for Jackson Manufacturing Week (October 19-October 23): Mayor and EDC
- 8. Other:** Economic Development Coordinator Report
- 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.*

October 20, 2015

### Reports/Informational

1. Park Board Minutes – October 13, 2015
2. Airport Commission Minutes – October 7, 2015
3. Liquor Committee Minutes – September 21, 2015
4. Memo Regarding Airport Courtesy Car Plan
5. Memo Regarding Farmland Lease Agreement with AGCO
6. Memo Regarding Maternity Leave Plan
7. Memo Regarding Amendment to Full-Time Liquor Store Clerk Position Description
8. Memo Regarding Pay Application No. 2 for Library Expansion and Renovation Project
9. Letter from ITC Midwest about 345 kV Transmission Line Project
10. Memo Regarding Complete Streets Policy
11. Finance Committee Minutes - September 21, 2015
12. Memo Regarding Adopt-a-Trail Program
13. Mayor's Proclamation for Manufacturing Week
14. Memo from EDC Regarding Half-Price Lot Program
15. Memo Regarding Warming House and Ramp for Ice Skating Rink
16. Planning Commission Minutes – September 14, 2015
17. Memo Regarding Proposal Request No. 4 for Library Expansion and Renovation Project
18. Letter from County Attorney's Office Regarding Recent Failed Tobacco Compliance Check at Liquor Store
19. Memo Regarding Electrical Engineering Contract for 2016
20. Memo Regarding Western Community Action Bus Garage Request
21. Postcard Regarding Annual Chamber Banquet on November 2<sup>nd</sup>

### 6. Consent Agenda Items

- A. Approval of Minutes – October 6, 2015
- B. Bills List – October 20, 2015
- C. Airport Commission  
**AIRPORT COMMISSION RECOMMENDATIONS:** (a) Enter into a three year lease agreement with AGCO for 10.3 acres of airport farm land for \$2,400 per year plus AGCO pays the property taxes.  
(b) Recommend using a City pickup as an Airport Courtesy car until another car becomes available for use.
- D. Maternity Leave for City Administrator  
**PERSONNEL COMMITTEE RECOMMENDATION:** Approve a twelve week maternity leave plan for the City Administrator, effective on or around April 11, 2016.
- E. Amendment to Full-Time Liquor Store Clerk Position Description  
**PERSONNEL COMMITTEE RECOMMENDATION:** Approve amending the title of “Lead Liquor Store Clerk” to “Liquor Store Clerk II”.

- F. Pay Application No. 2 – Jackson Library Expansion and Renovation Project  
**ARCHITECT'S RECOMMENDATION:** Approve Pay Application No. 2 to Salonek Concrete & Construction in the amount of \$58,776.13 for work completed in conjunction with the Jackson Library Expansion and Renovation Project.
- G. Proposal Request for Library Expansion and Renovation Project  
**ARCHITECT'S RECOMMENDATION:** Approve Proposal Request No. 4 for the Jackson Library Project in the amount of \$2,655.10, using contingency funds included as part of the project budget.
- H. Planning Commission  
**PLANNING COMMISSION RECOMMENDATION:** Recommend support of the Complete Streets Policy.
- I. Parks Board  
**PARKS BOARD RECOMMENDATION:** Approve the purchase of a warming house for the ice skating rink from Satellite in the amount of \$38,181 and a ramp from Rice Home Medical in the amount of \$4,800, totaling \$42,981, and using funds restricted in the 222 fund for this purpose.
- J. Economic Development Authority  
**EDA RECOMMENDATION:** Approve extending the half-price lot program until all EDA/City-owned lots in Sunset I & II and West Ridge are sold.