

CITY OF JACKSON

CITY COUNCIL AGENDA

Monday, November 2, 2015

6:00 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. Rory Lenton with MN Energy Resources: Amendment to Franchise Fee Ordinance
 - II. Rick Anderson with Southwest Minnesota Housing Partnership: Eagle Ridge Townhome Update
 - 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. Introduction and First Reading of Ordinance No. 53, Sixth Series: Ordinance Amending MN Energy Franchise Fee Ordinance
 - B. Introduction and First Reading of Ordinance No. 88, Sixth Series: Ordinance Amending City Code to Authorize Licensed Hunting on Certain Large Tracts (Mayor Walter and City Attorney Handevitd)
 - C. Review Estimates Obtained from Local Contractors for Podium in Council Chambers
- 8. Other:** Kudos to the City’s Water Department for Receiving the Water Fluoridation Quality Award for 2014. (This is the second year in a row that the Water Department received this award.)
- 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 2, 2015

Reports/Informational

1. Monthly Power/Stats Report
2. Memo Regarding Snow and Ice Removal Contract for City Hall
3. Memo Regarding Electrical Work at Central Park Gazebo
4. Letter from MN Department of Health Regarding Water Fluoridation Quality Award for 2014
5. Memo Regarding Change Order No. 4 for Library Expansion and Renovation Project
6. Notice from County Auditor of Public Sale of Tax-Forfeited Property: 110 1st Avenue
7. Memo Regarding Ordinance No. 53, 6th Series: MN Energy Franchise Fee Ordinance
8. Memo Regarding Pay Application No. 3 for the Library Expansion and Renovation Project
9. Memo Regarding Energy Efficiency Loan Program Application
10. Memo Regarding Ground Storage Proposal
11. Memo Regarding Pay Request No. 4 for Prospect Lane and Development Park Project
12. Copy of Fireworks Permit Application
13. Memo Regarding Podium Options for Council Chambers
14. Copy of Ord. No. 88, 6th Series: Amending Code to Authorize Licensed Hunting on Certain Large Tracts
15. Copy of Revised RLF Guidelines and Application, and Loan Recommendation
16. Copy of Application for Exempt Permit
17. Memo Regarding Change Order No. 5 for Library Expansion and Renovation Project

6. Consent Agenda Items

- A. Approval of Minutes – October 20, 2015
- B. Bills List – November 2, 2015
- C. Finance Committee
FINANCE RECOMMENDATION: Approve hiring M&H Electric to complete electrical work at the gazebo at Central Park during the spring of 2016.
- D. Snow and Ice Removal Contract for City Hall
STAFF RECOMMENDATION: Accept the lowest proposal received from Singvongsa Snow and Ice Management for snow and ice removal service at City Hall through April 30, 2017.
- E. Jackson Library Expansion and Renovation Project
ARCHITECT RECOMMENDATION: Approve Change Order No. 4 in the amount of \$2,655.10 for the Library Expansion and Renovation Project.
- F. Holiday Fest Fireworks
STAFF RECOMMENDATION: Approve a Fireworks Permit for Ryan Learn, Kaboom Industries, LLC, of Pemberton, Minnesota for the Chamber of Commerce/Holiday Fest Committee Fireworks Display for Holiday Fest on December 5, 2015.
- G. 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 17, 2015 at the Jackson National Guard Armory.

- H. 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 Speedway Banquet on November 20, 2015 at the Jackson National Guard Armory.
- I. Bridget's Bucksnoarts Temporary Liquor License Request
STAFF RECOMMENDATION: Approve a one day temporary liquor license for Bridget Buck Snorts for the Jackson Health Care Foundation's Jingle Mingle Fundraiser on December 4, 2015 at the Jackson National Guard Armory.
- J. Pay Application No. 3 – Jackson Library Expansion and Renovation Project
ARCHITECT'S RECOMMENDATION: Approve Pay Application No. 3 to Salonek Concrete & Construction in the amount of \$156,630.05 for work completed in conjunction with the Jackson Library Expansion and Renovation Project.
- K. Public Utilities Commission
PUC RECOMMENDATIONS: (1) Approve an Energy Efficiency Loan Program application from Corinne Vacek, owner of Classic Hair, in the amount of \$3,568.00 for a new heating and cooling system; and (2) Authorize SEH to commence Phase I of the Planning, Design, and Bidding process for a new 300,000 gallon ground storage tank, and for the repair of the existing 200,000 gallon ground storage tank, in the amount of \$4,530.
- L. Pay Request No. 4 – Prospect Lane and Development Park Improvements
ENGINEER'S RECOMMENDATION: Approve Pay Request No. 4 to Svoboda Excavating, Inc. in the amount of \$13,224 for work completed to date in conjunction with the Prospect Lane and Development Park Improvements.
- M. Revolving Loan Fund Committee
RLF COMMITTEE RECOMMENDATIONS: (1) Approve revised Retail Revolving Loan Fund Guidelines for use of RLF money; (2) Approve revised Revolving Loan Fund Application; and (3) Approve a Revolving Loan Fund application from Steph Patten in the amount of \$5,000 to be repaid over a 5 year period at 4% interest with a personal guaranty and UCC-1 filing required on owned inventory, furnishings, and fixtures and equipment.
- N. Application for Exempt Permit – Pheasants Forever
STAFF RECOMMENDATION: Allow the Minnesota Gambling Control Board to issue an Exempt Permit to the Jackson County Pheasants Forever organization for their November 17, 2015 annual banquet to be held at the National Guard Armory in Jackson. (The purpose of the exempt permit is for raffles at the event.)
- O. Change Order for Library Expansion and Renovation Project
ARCHITECT'S RECOMMENDATION: Approve Change Order No. 5 for the Jackson Library Expansion and Renovation Project in the amount of \$2,006 for electrical and mechanical issues, using contingency funds included as part of the project budget to pay for this work.