

CITY OF JACKSON

CITY COUNCIL AGENDA

AMENDED

April 5, 2016

6:30 P.M.

Tour of Eagle Ridge Townhome Project. Please meet at City Hall at 5:15 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. Shannon Sweeney with David Drown Associates: Review TIF Request for Commercial Project
 - II. Jeff Gladis with Western Community Action: SCDP Post Closeout Report
 - III. Bill Brandt with Riverside Farmers Market: Ashley Park Shelter Request
 - IV. Dee Nestegard with Kids Lunch in the Park Program: Central Park Gazebo Request
 - V. Cec Handevidt and Ken Kruse with Fort Belmont: Annual Report
 - VI. Isaac Rinkenberger with DGR Engineering: Bid Results and Award Recommendation for 2016 Electric Distribution Project
 - VII. Steve Fransen, Landowner near Airport: Airport Zoning
 - 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 Award Recommendation for 2016 Electric Distribution Project
 - B. Review and Approve Recommendation to Hire New Equipment Operator
 - C. Review and Approve Res. No.13-416: Calling Public Hearing for the Creation of TIF District No. 3-10
 - D. Follow-Up Regarding Stop Sign Discussion at Intersection of Sayles Drive and Sherry Lane
 - E. Follow-Up Regarding Recap of Judicial Ditch # 18 Meeting (Mayor Walter)
- 8. Other:**

9. Adjournment: (1) The meeting will be closed as permitted by the attorney-client privilege (section 13D.05, subdivision 3(b)) to discuss pending litigation involving the City's electric utility and an undercharge billing matter; (2) The meeting will be closed as permitted by section 13D.05, subdivision 3(c), to determine the asking price for City-owned land located along Ballard Avenue, and (3) The meeting will be closed as permitted by section 13D.05, subdivision 3(c), to consider offers relating to the City's possible purchase of the property located at 208 Sherman Street.

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 5, 2016

Reports/Informational

1. Memo Regarding New Toro Lawn Mower for Parks Department
2. Memo Regarding the Hiring of Additional Part-Time Liquor Store Clerk
3. Finance Committee Minutes – March 21, 2016
4. Street Committee Minutes – March 15, 2016
5. Monthly Power/Stats Report
6. Fort Belmont Annual Report – 2015
7. Memo Regarding Pay Application No. 8 for Library Project
8. Memo and Award Recommendation Letter from DGR Engineering for 2016 Electric Distribution Project
9. Memo Regarding Purchase of Owner Furnished Material from Irby for 2016 Electric Distribution Project
10. Memo Regarding Purchase of Wire for Miscellaneous Electric Projects
11. Memo Regarding Agricultural Lease and Security Agreement with C&S Fransen Farms, Inc.
12. Liquor Committee Minutes – March 21, 2016
13. Memo Regarding Airport Runway Recommendation
14. Memo Regarding Fuel Pump Repair at Airport
15. Memo Regarding JD #18 Meeting and Exploratory Tile Work at Airport
16. SCDP Post Close Out Report
17. Memo Regarding Stop Signs on Sayles Drive at Intersection at Sayles Drive and Sherry Lane
18. Letter from Shannon Sweeney Regarding TIF Request for Commercial Project
19. Sheriff's Report for March of 2016
20. Airport Commission Minutes – March 29, 2016
21. Memo Regarding Proposal Request No. 10 for Library Project

6. Consent Agenda Items

- A. Approval of Minutes – March 15, 2016
- B. Bills List – April 5, 2016
- C. Finance Committee
FINANCE COMMITTEE RECOMMENDATION: Authorize the purchase of a new Toro lawn mower from MTI Distributing, Inc. off of the State of Minnesota bid in the amount of \$22,393.67, and using budgeted funds in line item 101-45120-5899 of the Parks and Playground Budget to do so.
- D. Hiring of Additional Part-Time Liquor Store Clerk

STAFF RECOMMENDATION: Authorize the hire of Kyle Buchanan as a part-time liquor store clerk for the Jackson Liquor Store at the hourly rate of \$13.03, contingent upon the successful completion of a background check.

E. Pay Application No. 8 – Jackson Library Expansion and Renovation Project

ARCHITECT'S RECOMMENDATION: Approve Pay Application No. 8 to Salonek Concrete & Construction in the amount of \$62,463.03 for work completed in conjunction with the Jackson Library Expansion and Renovation Project.

F. Public Utilities Commission

PUC RECOMMENDATION: Approve the purchase of owner furnished material in the amount of \$36,769.91 from Irby for the 2016 Electric Distribution Project, and using budgeted 604 funds to do so.

G. Purchase of Wire for Miscellaneous Electric Projects

STAFF RECOMMENDATION: Authorize the Electric Department to purchase underground wire in an amount up to \$22,500, and using budgeted 604 funds to do so, for miscellaneous projects.

H. Airport Commission

AIRPORT COMMISSION RECOMMENDATIONS: (1) Authorize the Mayor and City Administrator to sign a new Agricultural Lease and Security Agreement with C&S Fransen Farms, Inc. for a term of seven (7) crop years for 5.5 acres of farmland that is owned by the City of Jackson. (2) Reconstruct the runway on the existing runway alignment while pursuing zoning for a 4,400 foot runway alignment in the future, and that the cost to hire SEH to assist with the zoning process be paid for with an 80/20 grant through MnDOT Aeronautics. (3) Repair the Jet A fuel pump at the airport at a cost not to exceed \$5,000, and have City staff pursue 60/40 cost share grant funding through MnDOT Aeronautics.

I. Proposal Request No. 10 for Library Expansion and Renovation Project

ARCHITECT'S RECOMMENDATION: Approve Proposal Request No. 10 for the Jackson Library Project in the amount of \$4,955, and using contingency funds included as part of the project budget to pay for this work.