

CITY OF JACKSON

CITY COUNCIL AGENDA

AMENDED

May 2, 2017

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. Bill Brandt with Riverside Farmers Market: Ashley Park Shelter Request
 - II. Mike Kirchmeier with Jackson Historical Society: Ashley Park Cabin Project Request
 - III. Joe Wieskus with American Legion Post 130: Plans for Memorial Day Parade and Program at Ashley Park
 - IV. Virginia Schenck: Utility Charge Certification Matter involving 1215 White Street
 - 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. Consider Authorizing a Supervised Burn at the “South” and “Middle” Sunset View Ponds
 - B. Consider Approving Mutual Aid Agreement for Southwest Fire Department Association and West Central Fire Department Association
 - C. Consider Riverside Farmers Market Request to Waiver Park Shelter Fee
 - D. Consider Ashley Park Cabin Roof Project Funding Request
- 8. Other:** Coalition of Greater MN Cities Lobby Day at the Capitol on May 11th

9. Adjournment: (1) The meeting will be closed as permitted by section 13D.05, subdivision 3(c), to determine the asking price of a vacant City owned twin home unit; and (2) the meeting will be closed as permitted by the attorney-client privilege (section 13D.05, subdivision 3(b)) to discuss pending litigation involving a billing matter between the City and American Welding and Gas, Inc.

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 2, 2017

Reports/Informational

1. Memo Regarding Riverside Farmers Market Request
2. Memo Regarding Request to Conduct a Supervised Burn at South and Middle Sunset View Ponds
3. Memo Regarding Fire Department Mutual Aid Agreement
4. Memo Regarding Ashley Park Cabin Project
5. Memo Regarding Roof Replacement at Water Department Well House No. 3 and 4
6. Overtime and Comp Time Report
7. Memo Regarding Declaring 1989 Digger Derrick Truck as Surplus and Advertising for Sale
8. CGMC Lobby Day Flyer
9. Utilities Commission Minutes – March 27, 2017
10. Monthly Power/Stats Report
11. Utilities Commission Minutes – April 24, 2017
12. Memo Regarding Utility Charge Certification Matter
13. Retail RLF and JBDC Loan Recommendation
14. Memo Regarding PUC Recommendation

6. Consent Agenda Items

- A. Approval of Minutes – April 18, 2017
- B. Bills List – May 2, 2017
- C. Roof Replacement at Well House No. 3 and 4
STAFF RECOMMENDATION: Authorize Tom Holthe and Associates Construction, LLC, to commence the removal and replacement of roofs at well house no. 3 and 4 in the amount of \$8,640, using funds allocated in the 2017 Water Department budget to do so.
- D. Declare 1989 Digger Derrick Truck as Surplus Vehicle and Authorize Advertisement for Sale
STAFF RECOMMENDATION: Declare a 1989 Ford Digger Derrick Truck as a surplus vehicle for the City's Electric Department, and authorize staff to advertise for sealed bids.
- E. Public Utilities Commission
PUBLIC UTILITIES RECOMMENDATION: Approve a special electric meter arrangement with the Jackson County Fairgrounds in which the monthly electric meter charge is waived for the 4-H food stand building, provided that the electric meter is only in service 45 days or less each year for the prep, during, and cleanup of the annual county fair (refer to PUC minutes for more information). This arrangement is subject to the annual review of the PUC and City Council.

F. Retail Revolving Loan Fund

RLF RECOMMENDATION: Modify the loan agreement to Jenny and Ryan Heinrichs and Kathy Enser to purchase the Pillars restaurant as follows: (1) The loan will be interest only payments for the first three payments; (2) The loan will be amortized for the same 15 year period with a 7 year balloon, and the principle and interest payments will be amortized for 177 months (180 months-3 months) which take into consideration the three interest only payments; and (3) The committee confirmed that the loan will include an assignment of rents and personal guarantees by all members of the companies.

G. Retail Revolving Loan Fund Committee and Jackson Business Development Corporation

RETAIL RLF AND JBDC RECOMMENDATION: Approve a \$25,000 loan to Lee and Trish Porter (Porter Investment) to purchase and rehab the former "It's A Keeper Building" at 401 2nd Street, with the following terms: (1) \$25,000 loan; (2) 10 year term; (3) 4.5% interest rate; (4) Personally guaranteed by Lee and Trish Porter and all of their business entities, with the exception of TLC, LLC; (5) Term life insurance in the amount of the loan and Lee Porter listing the City as beneficiary; (6) Blanket UCC filing on fixtures, furnishings, and equipment; (7) 2nd position on a rental building that the Porters own in Jeffers; (8) 3rd position behind the bank and County on the Jackson building; and (9) Full debt service payments to commence on the loan on June 1, 2017.