

CITY OF JACKSON

CITY COUNCIL AGENDA

AMENDED

July 18, 2017

6:00 P.M.

*** PLEASE NOTE THE TIME CHANGE***

1. **Call to Order**
2. **Roll Call/Quorum:** All council members present except _____
3. **Public Hearings:**
4. **Adjourn into Closed Session at 6:01 P.M.:** The meeting will be closed as permitted by the attorney-client privilege (section 13D.05, subdivision 3(b)) to: (1) discuss pending litigation and legal strategy involving City/County property (Maintenance Facility) and a contractor. The closed session will be held jointly with the Jackson County Commissioners.
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. Jeff Gay, Jackson Resident: Opportunities for Jackson Discussion
 - 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 Consider Adopting Resolution 23-717 Calling a Public Hearing for TIF Assistance
 - B. Review and Consider Putting in Basketball Hoops in Tennis Courts at Ashley Park (Councilmember Schoenrock)
 - C. Review and Consider Plan for City Parks (Councilmember Schoenrock)
8. **Other:** 1) Overview of 2018 Budget Process Timeline; 2) SCDP Grantee Award Letter
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.

July 18, 2017

Reports/Informational

1. Sheriff's Report for June of 2017
2. Memo and Resolution Calling for Hearing for TIF Assistance
3. Letter from Jeff Gay about Opportunities for Jackson
4. Memo Regarding Grant Application for Parks Play Equipment Item
5. Overtime and Comp Report
6. Memo Regarding Overview of 2018 Budget Process Timeline
7. Planning Commission Minutes – July 10, 2017
8. Memo Regarding Sanitary Sewer Extension Project Pay Request No. 8
9. Memo Regarding 2017 Electric Distribution Conversion Project Pay Estimate No. 1
10. Liquor Committee Minutes – July 17, 2017
11. Memo Regarding EDA Recommendation for Greater MN Housing Institute
12. Memo Regarding SCDP Award
13. Memo Regarding Paving of a Portion of Two Alleyways along Springfield Parkway for Safety Reasons

6. Consent Agenda Items

- A. Approval of Minutes – July 5, 2017
- B. Bills List – July 18, 2017
- C. Planning Commission
PLANNING COMMISSION RECOMMENDATION: Approve variance application for Ron and Marcia Sinn to construct at 28' by 29' garage/utility shed on their property at 440 South Highway East that will be 40 feet from the edge of the South Highway right-of-way. City Code 153.041 requires a minimum setback of 75 feet from City and County designated arterials in an Agricultural Residence District.
- D. Grant Application
STAFF RECOMMENDATION: Authorize the City Administrator to submit a grant application on behalf of the City for a play equipment item for one of the City's parks.
- E. Pay Request No. 8 – Sanitary Sewer Extension Project
ENGINEER'S RECOMMENDATION: Approve Pay Request No.8 to Svoboda Excavating, Inc. in the amount of \$18,187.75 for work completed on the Sanitary Sewer Extension Project.
- F. Pay Estimate No. 1 - 2017 Electric Distribution Conversion Project
ENGINEER'S RECOMMENDATION: Approve disbursement of Pay Estimate No. 1 to Karian Peterson Power Line Contracting, LLC. in the amount of \$50,343.79 for work completed to date for the 2017 Electric Project.
- G. Greater Minnesota Housing Institute
EDA RECOMMENDATION: Support Minnesota Housing Partnership's effort to apply for a USDA RD grant to be able to host the Greater Minnesota Housing Institute and be able to provide technical assistance to communities like Jackson.

H. Purchase Agreement for Sale of South Twin Home Unit

EDA RECOMMENDATION: Approve entering into a purchase agreement with an interested party for the south Twin Home unit that is currently listed for sale at \$135,000 with the following stipulations: (1) that the interested party has the first option to buy the south unit during the first 120 days at a cost of \$135,000; (2) that non-refundable earnest money totaling \$3,000 be required; (3) that the City retains the right to sell the unit to other interested parties following the first 120 days; and (4) that rent paid while leasing the unit shall not be deducted from the total purchase price.

I. Pave a Portion of Two Alleyways Posing Safety Hazards to Springfield Parkway Trail

STAFF RECOMMENDATION: Hire Erosion Control Plus at a cost of approximately \$1,200 to rent a paver with an operator and a laborer for the purpose of paving a portion of the Frost and Brown alleyway as well as a portion of the Park and Brown alleyway. Both alleyways are currently comprised of gravel, and pose safety hazards to trail users along Springfield Parkway after heavy rains when gravel and dirt wash out onto the trail. The City will prep the site and purchase and haul asphalt product for the alleyways at a cost of approximately \$6,500. Both the labor and material will be paid for using 101 Council Unallocated funds.