

CITY OF JACKSON

CITY COUNCIL AGENDA

Monday, November 6, 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. Luke Ewald with Community Wellness Partners: Bikeable Community Workshop and Grants
 - 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 Discuss Volunteer Service Recognition Program Timeline
- 8. Other:** Update Regarding EDA Twin Home Unit at 258 North Pond Drive
- 9. Adjournment:** The meeting will be closed as permitted by the attorney-client privilege (section 13D.05, subdivision 3(b)) to discuss pending litigation involving an employment matter.

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 6, 2017

Reports/Informational

1. Memo Regarding Sunday Liquor Sales on 12/24 and 12/31
2. Memo Regarding Pay Estimate No. 3 for the 2017 Electric Distribution Conversion Project
3. Memo Regarding Section 125 Flexible Spending Account Plan – New IRS Limit
4. Memo Regarding 12/24 Request for FT Employees
5. Memo Regarding Repayment of Airport Entitlement Dollars
6. Utilities Commission Minutes – September 25, 2017
7. Monthly Power/Stats Report
8. Bikeable Community Workshop Planning Guide and Grant Links from Luke Ewald
9. Airport RFQ for Environmental Assessment and Pavement Rehabilitation
10. Memo Regarding Indemnification and Release and License to Enter Property to Spray for Mosquitoes
11. Quote from Horizon for Pool Repair
12. Memo Regarding Water Main Extension (To be distributed Monday)
13. Memo Regarding Ground Water Storage Project (To be distributed Monday)
14. Memo Regarding Volunteer Service Recognition Program (To be distributed Monday)

6. Consent Agenda Items

- A. Approval of Minutes – October 17, 2017
- B. Bills List – November 6, 2017
- C. Sunday Liquor Sales on 12/24 and 12/31 at Off-Sale Municipal Liquor Store
STAFF RECOMMENDATION: Allow the City's off-sale municipal liquor store to be open from 11:00 a.m.-3:00 p.m. on Sunday, December 24th, and from 11:00 a.m.-4:00 p.m. on Sunday, December 31st.
- D. Pay Estimate No. 3 - 2017 Electric Distribution Conversion Project
ENGINEER'S RECOMMENDATION: Approve disbursement of Pay Estimate No. 3 to Karian Peterson Power Line Contracting, LLC. in the amount of \$106,746.83 for work completed to date for the 2017 Electric Project.
- E. Increase Section 125 Flexible Spending Account Plan Limit to New IRS Limit of \$2,650
STAFF RECOMMENDATION: Increase the amount that full-time City employees are allowed to set aside for medical expenses under the Section 125 Flexible Spending Account Plan to match that of the new IRS annual limit of \$2,650 for 2017.
- F. Grant Eight (8) Hours of Paid Time Off for Full-Time City Employees on December 22nd
STAFF RECOMMENDATION: Grant eight (8) hours of paid time off for all full-time employees on December 22 in an effort to express appreciation to employees for their service to the City in 2017.
- G. Airport Entitlement Dollars
STAFF RECOMMENDATION: Approve repayment of non-primary entitlement dollars to Long Prairie Municipal Airport in the amount of \$150,000.
- H. Utilities Commission
PUBLIC UTILITIES COMMISSION RECOMMENDATION: (a) Approve estimate of \$900 from Cross Connection Inspection Service for backflow inspections of commercial properties. (b) Approve Agreement for Professional Services with Short Elliott Hendrickson Incorporated for the new ground storage reservoir and high service pump room and control system improvements. (c) Approve Agreement for Professional Services with Short Elliott Hendrickson Incorporated for the Torgerson Lane Water Main

Extension project and request that the City Council make a determination as to whether or not special assessments will be assessed for the project. (d) Approve the Master Agreement for Professional Engineering Services with DGR Engineering at a cost of \$97,000 for the 2018-2019 Electric Distribution Conversion Project.

- I. Jackson Chamber of Commerce Holiday Fest Fireworks
STAFF RECOMMENDATION: Approve Fireworks/Pyrotechnic application for the Jackson Area Chamber/Kaboom Industries to conduct the fireworks display from the bike path behind City Hall following the Holiday Fest parade on December 2, 2017.

- J. Indemnification and Release from Liability and License to Enter Upon Property to Spray for Mosquitoes
CITY ATTORNEY RECOMMENDATION: Approve the attached Indemnification and Release from Liability and License to Enter Upon Property by the City of Jackson and Vet's Oil Company.

- K. Main Pool Pump Motor and Impellor Repair
POOL BOARD RECOMMENDATION: Approve accepting a quote from Horizon in the amount of \$4,361.25 to repair the main pool pump motor and impellor. The cost for the repair will be split 50:50 between the City and JCC Schools.