

CITY OF JACKSON

CITY COUNCIL AGENDA

(Amended)

September 19, 2017

6:30 P.M.

- 1. Call to Order**
- 2. Roll Call/Quorum:** All council members present except _____
- 3. Public Hearings:** Hearing for Proposed Issuance of a Conduit Revenue Financing by the City of Jackson for the Benefit of Southwest Minnesota Housing Partnership (SWMHP)
- 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: Proposed Issuance of a Conduit Revenue Financing for SWMHP Project
 - II. Lynnette Freking, Jay Moore and Ann Henning with Jackson County Food 4 Kids Program: Overview of Proposed Project and Request for Funding
 - III. Marcia Elsbecker: Action in Jackson Family Event requesting to block off Second Street (Main) from Ashley to White Street from 5 p.m. to 7 p.m. on Thursday, September 21, 2017
 - IV. Jackson County Sheriff Shawn Haken: Update on Current Records Management System
 - 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 Adoption of Resolution No. 36-917: A Resolution Authorizing the Issuance, Sale, and Delivery of Housing Revenue Refunding Bonds Relating to the SWMHP Project; and Approving the Form of and Authorizing the Execution and Delivery of Certain Documents Relating to the Bonds
 - B. Review and Consider Request for Funding from Jackson County Food 4 Kids Program
 - C. Review and Consider Contract for Professional Economic Development Services with Community and Economic Development Associates (CEDA)
 - D. Review and Consider Acceptance of Active Living Grant Funding

8. Other:

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.

September 19, 2017

Reports/Informational

1. Memo, Letter and Resolution Regarding Conduit Revenue Financing by City for SWMHP Project
2. Memo Regarding Active Living Grant Awards
3. Finance Committee Meeting Minutes – August 21, 2017
4. Utilities Commission Minutes – August 28, 2017
5. Planning Commission Minutes – September 11, 2017
6. Memo Regarding Request for Funding from Jackson County Food 4 Kids Program
7. Memo and Proposal Regarding Contract with CEDA for Professional Economic Development Services
8. Memo and Safety Management Program Contract
9. Memo Regarding Quotation Obtained for High Voltage Primary Cable
10. Park Board Minutes – August 8, 2017
11. Memo Regarding Tractor Repair

6. Consent Agenda Items

- A. Approval of Minutes – September 5, 2017
- B. Bills List – September 19, 2017
- C. Utilities Commission
UTILITIES COMMISSION RECOMMENDATION: Approve having DGR Engineering engineer Phase Four and Phase Five of the City’s Electric Conversion Project as one project.
- D. Planning Commission
PLANNING COMMISSION RECOMMENDATION: Approve Variance Application for Yannik and Nikki Spangler to locate a fence in the front yard of their property at 148 South Sverdrup Avenue which will be located within the minimum front yard setback requirements from South Sverdrup Avenue.
- E. Personnel Committee
PERSONNEL COMMITTEE RECOMMENDATION: Following the completion of a favorable annual performance evaluation of the city administrator, Jennifer Bromeland, grant a 3% salary increase, retroactive to the anniversary date of her hire, which is July 23rd.
- F. 2017-2018 Safety Management Program Contract Amendment
STAFF RECOMMENDATION: Renew Safety Management Program Contract with Minnesota Municipal Utilities Association (MMUA) for October 1, 2017 through September 30, 2018, to coincide with MMUA’s fiscal year, in the amount of \$17,489.80.

G. High Voltage Primary Cable

ELECTRIC DEPARTMENT RECOMMENDATION: Authorize the purchase of high voltage primary cable at a price of \$17,077.50 for the purpose of replenishing inventory recently used as part of the Sanitary Sewer Extension Project and getting power to the new lift station.

H. Street/Sewer Department Tractor

STAFF RECOMMENDATION: Authorize the repair of a Street/Sewer Department tractor at an estimated cost of approximately \$7,880.08. The tractor is relied upon at the sewer ponds and for mowing along the trails.