

**CITY OF JACKSON**

**CITY COUNCIL AGENDA**

**September 5, 2017**

**6:30 P.M.**

- 1. Call to Order**
- 2. Roll Call/Quorum:** All council members present except \_\_\_\_\_
- 3. Public Hearings:** Hearing for Business Subsidy for JEDC Spec Building Project
- 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: JEDC TIF and Boekett Tax Abatement Agreement
    - II. Terry Gaalswyk, MN West President: Update on MN West Happenings
    - III. Gwen Fleace: Horse Drawn History Tours for Jackson County Historical Society
    - IV. Jackson County Sheriff Shawn Haken: Animal Control Update
    - V. Christine Sassenrath: Stray Cats in the Community
  - 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. 33-917: A Resolution Approving TIF Business Subsidy Agreement for JEDC Spec Building Project
  - B. Review and Consider Adoption of Tax Abatement Agreement for Boekett Building Supply
  - C. Review and Consider Planning and Zoning Commission Member John Hepp Resignation
  - D. Review and Consider Mayoral Appointment of Beau Johnson to Planning and Zoning Commission
  - E. Review and Consider Adoption of Resolution No. 34-917: Resolution of a Tax Levy Collectible in 2018
- 8. Other:** 1) Upcoming Community and Economic Development Associates (CEDA) Presentation on September 19<sup>th</sup>; and 2) Recap of Recent Street Committee Meeting about Downtown Trees

## 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 5, 2017

### Reports/Informational

1. Memo Regarding Retail Revolving Loan Fund Committee Recommendation
2. Memo Regarding New Hire for Ambulance Service
3. Memo Regarding Horse Drawn History Tours for Jackson County Historical Society
4. Memo Regarding Chamber of Commerce Chili Cook-Off Fundraiser
5. Liquor Committee Minutes – August 21, 2017
6. Finance Committee Minutes – August 21, 2017
7. Monthly Power/Stats Report
8. Memo Regarding Preliminary Tax Levy Collectible in 2018
9. Memo Regarding P&Z Commission Member Resignation
10. Memo Regarding P&Z Commission Member Appointment
11. Cover Letter and Supporting Information from Shannon Sweeney for JEDC Spec Bldg. Project TIF
12. Cover Letter and Supporting Information from Shannon Sweeney for Boekett Building Supply Tax Abatement
13. Memo Regarding Airport Maintenance and Operation Grant Contract

### 6. Consent Agenda Items

- A. Approval of Minutes – August 15, 2017
- B. Bills List – September 5, 2017
- C. Retail Revolving Loan Fund Committee  
**RLF COMMITTEE RECOMMENDATION:** Modify the terms of the retail RLF loan with Mike and Nikki Schwartz for the Historic State Theatre so that interest only is due for 12 months, retroactive to the August 2017 payment, and that the maturity date is extended 12 months.
- D. New Hire for Ambulance Service  
**AMBULANCE BOARD OF DIRECTORS RECOMMENDATION:** Approve the hire of Melissa Ryan as an EMT for the Jackson Ambulance Service.
- E. Chamber of Commerce Chili Cook-Off Fundraiser  
**STAFF RECOMMENDATION:** Approve the Jackson Chamber of Commerce’s Chili Cook-Off Fundraiser to be held November 9<sup>th</sup>. As per the Minnesota Department of Health, community-based nonprofit organizations, such as a chamber of commerce, may hold chili cook-offs without a food license if a city approves the fundraiser (see attached MN Department of Health Informational Sheet on Chili or Soup Cook-Off Fundraiser Requirements).

- F. Jackson Knights of Columbus  
**STAFF RECOMMENDATION:** Approve a one day temporary liquor license to the Jackson Knights of Columbus for their “Steak and Brew” fundraising event to be held from 5 p.m. to 11 p.m. on September 30, 2017 at the Good Shepherd Church Hall in Jackson.
- G. Rhythm of the River Organization Temporary Liquor License Request  
**STAFF RECOMMENDATION:** Approve a one day temporary liquor license for the Rhythm of the River Organization for the Ducks Unlimited Banquet from 5 p.m. to 11 p.m. on September 14, 2017 at the Jackson National Guard Armory.
- H. Rhythm of the River Organization Temporary Liquor License Request  
**STAFF RECOMMENDATION:** Approve a one day temporary liquor license for the Rhythm of the River Organization for a wedding reception and dance on September 16, 2017 at the Jackson National Guard Armory.
- I. Airport Maintenance and Operation Grant Agreement for SFY 2018 and SFY 2019  
**STAFF RECOMMENDATION:** Authorize the Mayor and City Administrator to execute MnDOT Airport Maintenance and Operation Grant Contract for SFY’s 2018 and 2019, totaling \$58,530.