

April 19, 2022
Jackson, Minnesota

The Jackson City Council met as a Board of Appeal and Equalization and also for their regular meeting in the Council Chambers of City Hall and by Teleconference and Zoom at 6:30 p.m. on Tuesday, April 19, 2022 with the meeting called to order by Mayor Wayne Walter. On the roll call, the following persons were present in-person, Mayor Wayne Walter and Aldermen Michael More, Jerry Palmer, Brandon Finck, Nathan Peterson, Marcus Polz and Dave Cushman. Also attending in-person were City Administrator Matt Skaret, City Attorney Brad Anderson, Jackson Fire Chief Dave Bond, Cay Gjertson of the Jackson Center for the Arts, Bill Brandt of the Riverside Farmers' Market, Engineer Greg Mitchell of Bolton and Menk, Community and Business Development Specialist Dave Schmidt of Community and Economic Development Associates (CEDA), Luke Ewald of Des Moines Valley Health and Human Services, Doug Standerwick of Borgen Incorporated, Jeff Johnson, Cindy Polz, County Assessor Karla Ambrose along with Chad Benda, Dennis Bannister and Taylor Dunker from the Jackson County Assessor's Office, City Clerk/Council Secretary Dave Maschoff, Pastor Nathan Janzen of the First Baptist Church in Jackson, Joshua Schuetz of the Jackson County Pilot and Mathew Grisham of KKOJ/KUXX Radio. Joining the meeting via Zoom was Ardith Palmer. (A quorum of the City Council was present.)

PLEDGE OF ALLEGIANCE

Mayor Walter announced the Pledge of Allegiance would be recited before the City Council meeting was called to order. All those attending and joining the meeting via Zoom and Teleconference recited the Pledge of Allegiance.

CALL THE MEETING TO ORDER

Mayor Walter called the regular meeting of the Jackson City Council to order. He said the roll call showed all Councilmembers were present.

BOARD OF APPEAL AND EQUALIZATION

Mayor Walter announced the City Council would hold their Board of Appeal and Equalization.

Mayor Walter said the Board of Appeal and Equalization was now open and turned the meeting over to Jackson County Assessor Karla Ambrose.

Ambrose introduced herself and members of the County Assessor's Office including Assessors for the City of Jackson Taylor Dunker and Dennis Bannister along with Chad Benda who assessed the townships and also assisted with the assessing of some properties in the City of Jackson. Ambrose said members of her staff joined her to answer any questions.

Ambrose noted that members of the Jackson City Council are certified to hear appeals as a City Board of Appeal and Equalization. She said the current certifications are valid through 2024 so no Councilmembers will need to renew their certification this year.

Ambrose pointed out there were some valuations that were sent to property owners that were incorrect. She said because of that, the April 19th City of Jackson Board of Appeal and Equalization will need to recess to reconvene on Tuesday, May 17th at 6:30 p.m. at the Jackson City Hall to continue the Board of Appeal and Equalization meeting. Ambrose said there were a total of 47 valuations that were incorrect due to a computer glitch which were mailed out to property owners. She said corrected valuations are being mailed out this week along with a notice to explain there was a mistake.

In her presentation, Ambrose said there were five commercial sales countywide in Jackson County in 2022 representing a 65.63 percent sales ratio. She said the City of Jackson had one sale at a 92.14 percent sales ratio which falls in the 90 percent to 105 percent Department of Revenue's compliance ratio. Ambrose said the sale doesn't stand alone for the City of Jackson for any value changes with it not being six-plus sales. She noted the ratio is in compliance with Minnesota Department of Revenue standards.

Ambrose explained a five-year Small Sale Study was reviewed for all commercial sales in Jackson County by the Department of Revenue. She noted for the City of Lakefield commercial, a 15 percent value increase has been implemented due to the consistency in low sales ratios all 5 years for the 2022 Assessment/Payable in 2023.

In her information presented to the Mayor and Councilmembers, Ambrose pointed out the sales ratios for each City in Jackson County.

Ambrose said this year is a little bit different. She said the whole County, countywide received value increases whether it's ag land, residential and increases in commercial values in the City of Lakefield.

Ambrose said sales have been crazy. She said property has been selling a lot higher than what it has been valued. Ambrose said it's been kind of a strong market so it's been difficult for the Assessor's Office to keep the values up to where they need to be.

Ambrose said for the City of Jackson, there were a total of 62 sales with a 74.23 percent sales ratio which does not fall into the 90 to 105 percent compliance with the Minnesota Department of Revenue. She said the County Assessor's Office had to do a 24.8 percent value increase to meet compliance. Ambrose said there is also a time trend that the Department of Revenue put on the whole County. She said actually every County in the State had a time trend due to the increased sales. Ambrose said there's a lot more demand than there is supply out there so people are paying a lot more for properties than what they're valued at. She explained the Department of Revenue implemented a time trend of 18.90 percent for all residential whether it was rural or City. Ambrose noted each County in Minnesota has received a time trend from the Department of Revenue. She said the time trend is due to the increase in sale prices over the past 21 months statewide. Ambrose said the 24.8 percent sales increase is including the time trend.

Ambrose said a lot of people called the Assessor's Office and were concerned and afraid that their property taxes would go up 24.8 percent.

Ambrose stressed that just because a property owner's values went up doesn't mean your taxes are going to go up. She said it's all going to depend on the levies. Ambrose explained with it being a blanket increase throughout the entire County with ag and residential, with hopefully the levies staying the same, a person's property taxes should approximately stay the same. She explained if a person's property values would have stayed the same as last year and the levies changed, the person's taxes would go up.

Ambrose said if a person's property values would have gone down, but the levy stays the same, the person's taxes would have gone up. Ambrose said the values do fluctuate a property owner's tax rates, but it's all going to depend on the levies too. Ambrose said the Assessor's Office did receive a lot of calls with property owners concerned about that.

Ambrose noted the countywide market changes in Jackson County. She noted for the City of Jackson, there is an increase of 13.53 percent. Ambrose said technically, unless there was new construction, a property owner very well may not have seen the full increase because there will be depreciation on their property which will bring the percentage of value increase down a little bit also.

Ambrose noted there was quite an increase in total estimated market value for all of Jackson County. She said that's due to all the value increases throughout all the townships and cities. Ambrose said each City did receive at least a 20 percent market value increase with Heron Lake having a 42 percent increase.

Ambrose asked if there were any questions.

Cindy Polz asked when the corrected property tax notices will be mailed.

It was noted the corrected property tax notices will be mailed out at the end of the week. (Week of April 17th to April 23rd, 2022)

Cindy Polz asked when levies are determined.

Ambrose said the Assessor's Office does not set the levies. She said the levies are determined by the cities, the county and the school district. Ambrose said the Board of Appeal and Equalization is for reviewing property values only.

Skaret said the Truth in Taxation meetings are held in December.

Assessor Office officials fielded several general questions regarding the wording on the tax statement, increases in property tax valuations and levies. Ambrose and staff from the Assessor's Office also explained the process in determining sales ratios.

Mayor Walter recessed the Board of Appeal and Equalization meeting to Tuesday, May 17th, 2022 at 6:30 p.m. at the Jackson City Hall.

Mayor Walter and City Councilmembers thanked Ambrose and her staff for their presentation and answering questions.

There were no Public Hearings, Bid Lettings or Open Forum.

CONSENT AGENDA

Mayor Walter asked for a motion to approve the Consent Agenda.

PETERSON/MORE moved and it was unanimously carried to approve the Consent Agenda as presented.

Unscheduled Guests:

Mayor Walter asked if there were any unscheduled guest in the Council Chambers. He again asked if there were any unscheduled guests.

Seeing none and hearing one, Mayor Walter said the Council would continue with Council Discussion Items.

JEFF JOHNSON – BURN PERMIT REQUEST AT 52 RIVER STREET

Jeff Johnson said he has about one or two dozen dead fur trees that he would like to burn on his property at 52 River Street.

Johnson said he would contact Jackson Fire Chief Dave Bond.

Bond informed Johnson he needed to contact the Jackson County Sheriff's Department to obtain a burn permit and let the Sheriff's Department know what day he plans to burn. He said the Sheriff's Department will then contact the Fire Department. Bond said Johnson could also contact the Fire Department when he chooses a day to burn.

PETERSON/POLZ moved and it was unanimously carried to approve a Burn Permit for Jeff Johnson at 52 River Street in Jackson.

Johnson thanked Mayor Walter and City Councilmembers.

DOWNTOWN STREET CRACK REPAIR AMENDED QUOTE

Skaret said Barga, Incorporated has been working on the mastic crack filling project on the downtown streets. He said there are a lot of deep cracks in the streets. Skaret noted Doug Standerwick of Barga, Incorporated was present at the April 19th City Council meeting.

Skaret said the City Council approved a quote from Borgen Incorporated back in March that was in the range of \$88,125 to \$93,750. He explained Borgen's quote was basically based on about 12,500 feet of cracks. Skaret said the crack filling project is bigger than what was initially anticipated. He said he would turn the floor over to Standerwick to explain what Borgen's found when they actually started doing the work.

Standerwick distributed brochures to the Mayor and City Councilmembers that explained the difference between regular street crack repair and repairing wide cracks.

Standerwick said he initially looked at the downtown streets last summer, walked it, drove it and measured the width of the streets and looked at all the cracks. He said he wrote up a proposal and submitted it to Street Superintendent Phil Markman to bring to the City Council.

Standerwick said he came and looked at the downtown streets again because of all the different situations Borgen's was having with equipment, materials and things like that with all the price increases.

Standerwick said he brought another proposal to the City. He explained Borgen's keeps getting price increases in equipment and material almost twice a month. He said it's just been ridiculous.

Standerwick said he sent Borgen's April 14th proposal to the City where he provided a cost range based on final measurements. He explained the reason he did that is because it's not always easy to measure a block or street that is really, really cracked up all over the place. Standerwick said a person won't get the same amount of footage if you measure a street a hundred times because there's so much stuff that's out there. He explained he measured the width, measured the length, used a clicker and used his measuring wheel to try and get accurate measurements of the cracks the best that he could per block. Standerwick said that's why he submitted a range in the quote he submitted to the City.

Standerwick said before Borgen's began the crack filling project, the Street Department swept the downtown streets to clean everything up. He said then he marks all the cracks.

Standerwick referred to the brochure to explain the mastic repair process that's used in repairing wide cracks in streets. He noted a lot of the cracks in the downtown streets in Jackson are two-and-a-half, three, four and five inches wide and there's even some cracks that are bigger and deeper than that. Standerwick said they measure after they fill the cracks because they can see what they did and get a decent measurement on what was done. He said he wishes they would have been able to get a better measurement beforehand and provide a better estimate. Standerwick said he takes responsibility for that.

Standerwick explained what obviously happened between him looking at everything three times and the City having their street sweeper come and sweep the streets. He said Bergen's then cleaned all the cracks. Standerwick said over the wintertime there's a lot of "crud" that accumulates in the cracks. He noted this was a really dry winter so the cracks have really opened up wide and deep. Standerwick said as the Bergen personnel were doing the work and he was down the street marking stuff, he would walk back the other way and there were more cracks that were wider than it had been when he first looked at it. He went on to explain how the mastic material is used for wider and deeper cracks.

Standerwick said he and the person who was leading the crew filling the cracks travel six states and have done this type of work every year for 43 years so they know what they're doing. But he said a lot of times when you're looking at crack repairs like this, it just changes the process of what is being done.

Standerwick said an exhorbant amount of sealant was applied in the first or two blocks of First Street. He said for the approximately 12,700 feet of cracks that were filled, almost 32,000 pounds of material was used. Standerwick said that's a lot of material to put down. He said there were mega holes and cracks all over the place.

Standerwick said he was in good communication with Street Superintendent Phil Markman during the process. Standerwick said he told Markman that he thought the cost to seal all the cracks in the downtown streets was going to go over the bid and it could go over quite a bit.

Standerwick explained work began on First Street because there was less traffic and it was easier to do that street first. He said they went from First Street up the side streets to Second Street. Standerwick said they planned to fill the cracks on Second Street and then fill the cracks on the streets leading up to Highway 71. He said when they got down Second Street and down to North Highway, they knew they were already at almost filling 12,500 feet of cracks. Standerwick said they finished filling the cracks on Second Street down to North Highway and it came out to 12,783 feet. He said he notified Street Superintendent Markman about what was occurring. Standerwick said he wishes they would have started and come down filling the cracks on the side streets from Highway 71 because some of those streets are really in bad shape with some major pot hole issues and stuff like that.

Standerwick noted the Mayor and City Councilmembers have a listing of the blocks and the amount footage of cracks that still remain to be filled. He said those cracks were measured on those blocks so the Mayor and Council will know exactly what the footage will be and what Bergen's will have to do to complete the job.

Standerwick said he spoke with his boss. He said well over 46,000 pounds of material, a whole semi load, will be used to finish the crack sealing due to the width and depth of the cracks that remain.

Standerwick noted it would cost an estimated \$250,000 to \$325,000 a mile to repave the two to three miles of downtown City streets. He said filling the remaining cracks with mastic on the downtown streets would be considerably less. Standerwick said everywhere where the mastic seal has been used to fill cracks and then the street was chip sealed has resulted in another seven and probably another 10 years longer in the life of the pavement. He said the mastic will seal the cracks to prevent the water from seeping in and freeze/thaw problems in the base of the street.

Standerwick said if the City Council decides to let Bargaen come back and finish the crack filling, it will probably take them about two days. He said normally the crew doing the crack sealing gets from \$22,500 to \$25,000 a day for the amount of work they do. Standerwick said he's tried to decrease that amount and has dropped the price for the last 5,100 to 5,200 feet a dollar per foot. He said the City will be saving almost \$6,000 compared to if Bargaen's kept their regular price to do that work. Standerwick said Bargaen's would be willing to work with the City to finish what was started.

Palmer asked Standerwick if he knew how many feet was left to be finished.

Skaret said 5,134 feet remains to be finished.

Palmer asked why Bargaen's could be so exact on the footage now and they couldn't be the first time they measured.

Standerwick said the crew was measuring all the cracks and the gentleman that measured the cracks was a fellow who worked on that crew for about eight years. He said that's the only explanation he has. Standerwick said if you look at all the cracks that he's already marked, there's probably going to be more work that Bargaen's will do than is there. He said he knows when Bargaen's crew sees a crack, and if it's wider than what they think it should be, they will probably fill it in. Standerwick said the person measured 5,134 feet remaining and that's the footage Bargaen's will go with.

Skaret said to finish the project essentially would be \$33,371.

Polz asked if the streets will be chip sealed after the crack filling is completed.

Skaret said the downtown streets will be chip sealed where the crack filling has been completed.

Finck asked how much more useful life is the City gaining out of the streets by doing the mastic crack filling and chip sealing.

Standerwick said he would say another seven to ten years and probably closer to ten.

Finck said if the City is going to spend the money, he doesn't want to see half a job done. He said let's get it done right and get ten years out of it. Finck said at least the City's investment is worthwhile.

FINCK/PETERSON moved and it was carried on a 5 to 1 vote to approve the amended quote from Borgen, Incorporated to complete the Downtown Crack Repair Project.

Voting in favor of the motion were Aldermen Michael More, Brandon Finck, Nathan Peterson, Marcus Polz and Dave Cushman.

Voting against the motion was Alderman Jerry Palmer.

Standerwick thanked Mayor Walter and City Councilmembers.

FARMERS MARKET AND JACKSON CENTER FOR THE ARTS – BILL BRANDT

Cay Gjertson of the Jackson Center for the Arts introduced herself to Mayor Walter and City Councilmembers. Gjertson distributed a brochure to the Mayor and Councilmembers outlining the arts projects the Jackson Center for the Arts have sponsored and done in the Community. She noted the Arts Center created four outdoor murals that are located in Jackson along with 12 interactive paintings that are located in businesses. Gjertson said the purpose of the art projects is to improve foot traffic in downtown Jackson and to make Jackson a day-trip destination. With that in mind, Gjertson explained the Arts Center also took on fiscal responsibility for the Farmers' Market.

Gjertson said the Jackson Center for the Arts also intends to provide music performances at the Riverside Farmers' Market in order to build it up.

Gjertson said their request to the City Council is to have access to the shelter house in Ashley Park on the days of the Farmers' Market. She said if City staff could open and close the shelter house would be really helpful. Gjertson said the shelter house will be used for setting up music performances. She said the biggest music performance will be on September 15th which will feature a seven-piece Hispanic/Latino band along with a salsa contest. Gjertson said the music performances will be free concerts and run from approximately 4 p.m. to 7 p.m. on Thursdays.

Bill Brandt said the hours for the Farmers' Market will be on Thursdays from 2:30 p.m. to 5:30 p.m. He noted the Farmers' Market intends to stay open longer when there are music concerts at Ashley Park. He said the Farmers' Market has been in existence for approximately 9 years. Brandt said the Farmers' Market has always been looking for a fiscal agent or an organization to partner with. He said that was finally achieved in early March of this year. Brandt said the Farmers' Market is a project of the Jackson Center for the Arts. He explained there are two board members from the Center for the Arts along with himself and Christina Johnson who was the founder of the Farmers' Market 9 years ago. Brandt said he was excited about the merger of the Riverside Farmers' Market and Jackson Center for the Arts.

Brandt also pointed out the name change to the Riverside Farmers and Makers' Market. He said they are currently looking for vendors and looking forward to a successful year.

Gjertson said in addition to farm produce, the market will also include crafts and artwork and other items. She said they encouraged the City Council's support.

Peterson asked how many concerts would be held during the season.

Gjertson said plans are to have between six and eight concerts from May 26th to September 15th.

Brandt said the opening day for the Riverside Farmers' and Makers' Market is May 26th.

POLZ/FINCK moved and it was unanimously carried to waive the \$50 rental fee for the Riverside Farmers' and Makers' Market to use the shelter house in Ashley Park on Thursdays, from May 26th to October 6th, 2022.

Mayor Walter thanked Gjertson and Brandt for all the work they do.

Gjertson thanked Mayor Walter and City Councilmembers.

2022 STREET IMPROVEMENT PROJECTS – ENGINEER GREG MITCHELL OF BOLTON AND MENK

Engineer Greg Mitchell of Bolton and Menk said his original intent was to bring the two projects the City has planned for 2022 to the City Council for approval and to authorize the advertising for bids. But Mitchell said there's a few loose ends that he would like to pull together. He explained his intention is to come back to the City Council meeting in two weeks with the plans the Councilmembers can review in detail and ask any questions and then approve and advertise for bids.

Mitchell reported the storm sewers in the downtown alleys are going to be televised on April 20th. He said depending on what is found, there may be some storm sewer work added to the downtown alleys project. Mitchell said more will be known after the storm sewers are televised.

Mitchell said back on April 7th the Street Committee met and reviewed the three street projects for 2022 which are Emily, Riverside and River Street. He said in that process there was some discussion regarding Riverside and it was decided to leave the existing curb in place and just remove the pavement. Mitchell said after further review and looking at some numbers regarding that, it turns out only about \$20,000 is being saved by leaving that curb in place versus removing and replacing it. He said part of the reason for the smaller difference in the two options is that the existing street is a little bit wider and it's going to be put back at 32 feet. Mitchell said the existing Riverside Drive Street width varies. He explained if the existing curb is kept in place, some of the money being spent on the project is going back in as gravel and bituminous pavement. Mitchell explained if the curb is redone, the street can be put back at a uniform width thus saving some money on the pavement costs and putting that towards the curb. He said in rough numbers, it's about a \$18,000 difference. Mitchell said in looking at the existing curb, it doesn't look that great and is in pretty poor condition. He said there's some areas that are offset. Mitchell noted there is also a catch basin that hasn't worked for a number of years that is planned to be removed so there's going to be some piecemeal work there anyway. He said his recommendation would be to replace the curb.

Mitchell also said there was discussion about overlays on Northridge Drive and Westridge Drive. He said Northridge Drive was originally paved in 1982 so the pavement is about 40 years old. Mitchell said the street has a lot of cracks and areas where the pavement can be pulled out. He said the original thickness of the pavement was three inches and now there's some spots where the thickness is a half to three-quarters of an inch. Mitchell said his recommendation would be to pick up the bituminous on Northridge Drive and overlay it with three inches of bituminous. He said the cost to overlay Northridge Drive is estimated at about \$194,000. Mitchell said the length would be just under 1,300 feet.

Mitchell said Westridge Drive was paved in 2000 so the pavement is only about 20 years old which, according to Minnesota Department of Transportation standards, is about at mid-life. He said it's usually recommended to overlay the pavement at mid-life. Mitchell said he would recommend milling the edges and doing an overlay on Westridge Drive. He said the price to do that is estimated at just a little over \$40,000. Mitchell said the total for both Northridge and Westridge Drives would be estimated at about \$235,000.

Skaret said the City has money available to do the work on Northridge and Westridge Drives.

Mitchell said the paving and overlay work on Northridge and Westridge are currently not included in the City's 2022 Street Projects. He said those streets can be included in the 2022 Street Projects if the City Council decides they want to include them. Mitchell said if the Council wants to include that paving and overlay work, it will be part of the overall plan that will be presented at the May 3rd City Council meeting.

Mayor Walter said a motion could be made to have Mitchell include the paving and overlay projects on Northridge and Westridge Drives in the 2022 City's Street Projects.

POLZ/PETERSON moved and it was unanimously carried to have Engineer Greg Mitchell of Bolton and Menk include the paving and overlay work on Northridge Drive and Westridge Drive and also replacing the curb on Riverside Drive as part of the City of Jackson's 2022 Street Improvement Projects.

RESOLUTION NO. 23-0422 ELECTING THE STANDARDS ALLOWANCE FOR ARPA DOLLARS

Skaret said the City will be receiving \$348,000 in ARPA (American Rescue Program Act) dollars. He said the City has until December 31st, 2024 to spend those funds.

Skaret said the plan was to use the ARPA dollars to fund a large part of the River Street water and sewer work. He said that project will be done in 2023 ahead of the December 31st, 2024 deadline. But in case something would happen, Skaret said the City should have a backup plan. He said the federal government has issued their final rules on how the ARPA dollars can be used. Skaret said the rules stipulate the City can claim a Standard Deduction for revenue loss due to Covid provided the City's revenue loss was less than \$10 million, which it was. He said then the ARPA dollars can be used for any public purpose and also allows for a more streamlined reporting process. Skaret said there's certainly no harm in approving the Standard Allowance Deduction.

POLZ/CUSHMAN moved and it was unanimously carried to approve Resolution No. 23-0422 electing the Standard Allowance Deduction for the American Rescue Program Act (ARPA) dollars.

CITY SUPPORT OF UNITED COMMUNITY ACTION PARTNERSHIP HOUSING PROJECT – DAVE SCHMIDT

Community and Business Development Specialist Dave Schmidt explained UCAP (United Community Action Partnership) gave a presentation in Jackson approximately a month ago about the housing project UCAP has done in Marshall, Minnesota. He explained UCAP manages the entire project from acquiring the land for the houses, hiring the contractors, overseeing the building of the houses and then selling them through local realtors. Schmidt said UCAP has completed three cycles of housing projects and have had a lot of success with the program in Marshall. He said UCAP is currently looking at a housing project in Meeker County and have wanted to do projects in other parts of Minnesota and thought Jackson would be a good community for such a project.

Schmidt said UCAP is looking at building five to six speculative homes in Jackson. He said they would be three-bedroom, two-bathroom, slab on grade homes. Schmidt said the land that would work the best for the project would be on the lots on the far west side of the Sunset View addition. He noted there's two twin-homes located on that side of Sunset View. Schmidt said there are 10 lots on the west side. He said the lots could be double-plotted to create enough room for five houses to be built.

Schmidt explained what UCAP does in order to keep the costs down is they apply for a grant through Minnesota Housing. He said in order to do that, having a commitment from the City usually helps with UCAP's grant application process. Schmidt said UCAP asked if there's anything the City could do to help. He explained the EDA recommended the City Council approve donating the lots to UCAP for the project and waiving the building permit fees. Schmidt said right now those twin lots are priced at \$5,500. He said if the City donates the lots, they could actually be valued at their original price which was \$22,000 per lot. Schmidt said that would amount to about \$250,000 in City in-kind contributions.

Schmidt said there hasn't been a lot of action regarding those lots up to now. He said it's a great opportunity to take five lots and getting five houses built next summer when normally there are two to three new houses built in Jackson each year. Schmidt said UCAP would start by building three houses in the spring, sell those during the summer and then start building the next houses and finish them in the fall.

Schmidt said the EDA met and recommended the City donate those lots to UCAP and also look at the possibility of waiving the building permit fees for constructing those houses. He said that was the request being made of the City Council.

Palmer asked if UCAP was a non-profit organization.

Schmidt said they are.

Finck, who sits on the EDA, said the project is about filling a housing need in the community for affordable housing. He noted UCAP is a non-profit organization that will be constructing these homes. Finck said it's been difficult to attract developers to Jackson to construct homes.

Schmidt said if UCAP's project to build and sell the five homes works, it will prove the market to other developers that investing in Jackson is a good idea resulting in other options for housing projects.

Finck noted even if the lots are donated, construction of new homes means they will be on the tax rolls and there will be revenue generated for the City through additional utilities.

Palmer asked if the appearance of the new homes planned by UCAP will fit in with the existing homes in Sunset View.

Finck said the new UCAP homes will fit well between the existing twin homes but not with the rest of the neighborhood. He explained that's why the proposed UCAP homes were slated for the lots between the twin homes on the far west side.

Palmer asked if the EDA had such a hard time selling the twin homes that were in Sunset View, what's saying that UCAP won't have a hard time selling their homes too once they're built.

Finck said they may, but it's the developer's dollars that are tied up, not the City's. He said it's the developer's dollars at risk so the City isn't putting taxpayer's dollars at risk and UCAP has the MHFA grant to hopefully gap the sale price. Finck said UCAP operates off the median income for people that want to purchase homes. He said if UCAP felt they couldn't get to the price to sell the homes they build, they wouldn't come to the Jackson community. Finck said that's how UCAP presented it. He said if the project doesn't work for UCAP, they won't build any more homes.

Palmer asked if the new UCAP homes will have to follow the same convenience as the rest of the homes in Sunset View.

Schmidt said the same convenience would apply to the new UCAP homes as it does to the rest of the homes in Sunset View.

Peterson asked if UCAP isn't able to sell the homes, will they become HUD rental houses?

Finck said they are not rental properties. He said they have to be sold.

Cushman asked what the value is of the proposed UCAP houses.

Schmidt said UCAP is currently estimating the cost for a three-bedroom, two-bath house at around \$250,000. He said the UCAP houses in Marshall were selling around \$275,000.

Finck noted that if UCAP doesn't start building within a year, there's a claw back provision that the lots would come back to the City.

Schmidt noted in Marshall the houses were sold before they even broke ground.

Palmer asked how can a low-income family afford to purchase a house for \$250,000?

Finck explained the house would sell for \$250,000 but the MHFA grant would pay part of it and the owner would pay part of the cost. For example, he said a person may purchase the house for \$200,000 and MHFA will gap the other \$50,000. However, Finck said from an assessor's standpoint it's not going to devalue the other properties in Sunset View because the house will be sold for \$250,000.

Schmidt explained if the City authorizes donating the lots to UCAP, but UCAP doesn't receive a grant through Minnesota Housing, then the lots will come back to the City. He said the project could then be looked at again in the future.

Schmidt noted there are currently two or three new houses built per year in Jackson. He said the UCAP project would mean five or six houses would be built in Jackson next year. Schmidt said if the project works and the houses that are built sell, it's now been proved to other developers that building in Jackson makes sense and can work. He noted the lots that are being considered to be donated to UCAP have not been in high demand and have been on the market for over a decade. Schmidt said when the lots were first put on the market, they were priced at \$22,000 and now they're marked at \$5,500 and there still isn't a lot of demand for them.

Cushman noted now we're willing to change the lot size which is something that should have been done years ago. He said there were smaller lots catering towards this type of housing and now we're catering towards this type of housing on bigger lots. Cushman said, in his opinion, the lots should have been originally calculated at a different size to attract a bigger house.

Finck noted the lots were determined probably 15 years ago. He said hopefully a lesson has been learned in how to determine lot sizes in the future. Finck said it's probably why it's better to get the development into private hands instead of the City doing it.

Palmer said at the time the lot sizes were determined, it was thought that it was being done correctly. He said the good thing is that the lot sizes can still be changed.

Mayor Walter said there's been some really good discussion. He asked if a Councilmember wanted to make a motion.

CUSHMAN/FINCK moved and it was unanimously carried to approve the City donating 10 lots in the Sunset View Subdivision for the United Community Action (UCAP) Housing Project and waiving the building permit fees for the project.

Cushman asked about a proposed Citywide Tax Abatement Program that he saw in the EDA minutes. He noted the EDA recommended the program be presented to the City Council.

Schmidt said the 10 lots to be donated to UCAP would be excluded from the proposed City Tax Abatement Program. He said the Citywide Tax Abatement Program would basically be a five-year abatement that would be available for three years on any new residential property. Schmidt said construction of any new house during a three-year period would get a five-year tax abatement. He said the proposed Citywide Tax Abatement Program will be discussed at the next City Council meeting.

DOG PARK FENCE QUOTE AND PROPOSAL LAYOUT

Skaret said the Park Board has been discussing the development of a Dog Park in Jackson since at least 2013. He said the City of Lakefield and a lot of neighboring communities have dog parks. Skaret noted a dog park was initially included in the plans for Memorial Park which was later removed for a variety of reasons.

Skaret said a dog park was near the top of the list when the City updated their Active Living Plan in 2020 and conducted a community survey of what residents wanted regarding amenities.

Skaret said the Park Board looked at a couple different locations for a dog park. He said they looked at a location west of the Minnesota West College on land the Jackson EDA owns and also looked at Albertus Fields. He said Albertus Fields has some nice advantages already in place. Skaret pointed out there's existing infrastructure at Albertus Fields with fencing already in place so not as much new fencing would have to be purchased. He said there's also water infrastructure in place and plenty of parking. Skaret said people already take their dogs to Albertus Fields to run.

Skaret said the Park Board has been studying how to make the dog park a reality or at least get the first phase of the project going.

Skaret explained the Park Board is recommending taking the south field of Albertus Fields, which is the lesser of the two fields that are used, and basically building a fence lined up just to the east of first base and then installing a fence going straight south to the outfield fence in left field. He said that enclosed area on the east side of Albertus Fields would be the dog park area. Skaret said the infield area would be converted to grass. He said the outfield grass would remain as grass and could still be used for other recreational purposes such as football practices, soccer and other activities.

Skaret said Street Superintendent Phil Markman reached out to Boltjes Fencing of Fairmont to get a quote for additional fencing. He said the quote from Boltjes Fencing was \$8,261.

Skaret said there are still details about the dog park to be worked out.

Skaret said he and the Park Board envision the dog park would be a multi-year project to fully develop. He said if at least the fencing can be installed, efforts can get underway in developing it as a dog park and people can start using it as a dog park.

Cushman asked if the City was required to obtain two quotes for the fencing, or just one quote.

Skaret said just one quote is required. He noted there's not a lot of fence companies in our vicinity. Skaret said there are other fence companies in the State.

Palmer suggested there may be some landscaping businesses in Jackson or the lumber yard that may want to submit a bid for the dog park fencing. Palmer said it wouldn't hurt to ask a few questions.

Finck asked if the City Council could approve up to a dollar amount for fencing and then have Markman work with the different quotes instead of having the matter come back to the City Council. He suggested the Council approving up to \$10,000 for fencing and select the best quote.

Palmer said he would like to see additional quotes for the fencing. He said when the City does a project he would like to see more than one quote.

Skaret said the City usually tries to seek more than one quote for projects.

Cushman said if there's a local vendor, such as the lumberyard and they can supply the product, then the City should be utilizing them. He said maybe they can't provide the materials, but until their asked, the City isn't going to find out.

PETERSON/PALMER moved and it was unanimously carried to approve up to \$10,000 for the Dog Park fencing and to seek additional quotes from local vendors for the fencing.

RESOLUTION NO. 25-0422 APPOINTING ELECTION JUDGES FOR THE MAY 24, 2022 SPECIAL DISTRICT 1 CONGRESSIONAL PRIMARY ELECTION

FINCK/PETERSON moved and it was unanimously carried to approve Resolution No. 25-0422 appointing Election Judges for the May 24, 2022 Special District 1 Congressional Primary Election.

RESOLUTION NO. 26-0422 AUTHORIZING TRANSFER FROM LIBRARY FUND TO 2020 STREET AND UTILITIES FUND

Skaret explained Resolution No. 26-0422 is for authorizing the transfer of funds from the Library Fund to the 2020 Street and Utilities Fund for the Library Parking Lot Paving Project.

FINCK/PETERSON moved and it was unanimously carried to approve Resolution No. 26-0422 authorizing the transfer of funds from the Library Fund to the 2020 Street and Utilities Fund for the Library Parking Lot Paving Project.

SECOND CONSIDERATION: ORDINANCE NO. 122 – FEE ORDINANCE 2022 DRAFT UPDATES REVISED APRIL 2022

Skaret noted first consideration of Ordinance No. 122 was held at the City Council's April 5th meeting.

Skaret said Ordinance No. 122 is the ordinance that would add the \$100 per hour standby fee to the Ambulance Department's listing of charges. He said the Ambulance Department is planning to provide standby services for the races at the Jackson Motorplex. In addition to the races at the Motorplex, Skaret said the standby fee would also apply for any other events except the high school football games.

PETERSON/FINCK moved and it was unanimously carried to approve Second Consideration of Ordinance No. 122 – Fee Ordinance 2022 draft updates revised April 2022.

Other:

Alderman Dave Cushman – Cleanup along the River

Alderman Dave Cushman said it was brought to his attention that there's a lot of insulation and garbage on the side of the river bank in the area of the former dam location. He noted one of the businesses lost a roof in a wind storm and there's a lot of insulation and debris that blew onto the river banks.

Cushman said it was asked if the Sentence to Serve group could clean up the debris and garbage along the river bank. He asked if the Sentence to Serve could be contacted to help clean up that area.

Alderman Nathan Peterson – Update on new Fire Department Platform Truck

Alderman Nathan Peterson reported the building of the chassis for the Fire Department's new platform truck should start in August. He said the ladder portion of the truck may get completed sooner if the manufacturer has an opening.

Peterson said the Fire Department is currently doing a raffle with the drawing to be held on May 2nd. He said the proceeds from the raffle will be used to help offset the costs of the new platform truck.

Alderman Brandon Finck – North Highway and Splashpad Playground Equipment

Alderman Brandon Finck said he had a question for Engineer Greg Mitchell of Bolton and Menk.

Finck noted there's a bulge that's formed on North Highway where the two highway projects came together at the intersection where the food shelf is located. He said he's assuming the bulge will be repaired before the final layer of asphalt is installed. Finck said it's always been a problem spot on North Highway. He noted it hasn't been a nice smooth road driving through that area this winter.

Mitchell said he would check out the bulge on North Highway.

Finck said the other item he wanted to mentioned was for the Park Board. He said the playground equipment at the splashpad is worn out. Finck said some of the playground equipment has been removed. He suggested maybe there's a partnership that could be formed between the City and the School District to replace the playground equipment that would enhance both the playground area and the splashpad. He said it would be something worth looking at since \$300,000 to \$400,000 was invested into the splashpad.

ADJOURNMENT

With no further business, Mayor Walter asked for a motion to adjourn.

FINCK/POLZ moved and it was unanimously carried to adjourn the Jackson City Council meeting at 8:23 p.m.

David A. Maschoff, Council Secretary

Wayne Walter, Mayor

