

Jackson, Minnesota
April 21, 2020

The Jackson City Council met in regular session in the Council Chambers of City Hall and also by teleconference at 6:30 p.m. on Tuesday, April 21, 2020 with the meeting called to order by Mayor Wayne Walter. On the roll call, the following persons were present, Mayor Wayne Walter, Aldermen Larry Anderson and Dave Cushman and joining by teleconference call were Aldermen Jeffrey Gay, Matt Madden and City Attorney Brad Anderson. Also present in the Council Chambers were City Administrator Matt Skaret, MRES Jackson Distribution Maintenance Foreman Jeremy Boogerd, Engineer Greg Mitchell of Bolton and Menk, Nathan Peterson and City Clerk/Council Secretary Dave Maschoff. Also joining by teleconference call were Brooke and Corey Hanson, Justin Lessman of the Jackson County Pilot and Dave Schmidt of KKOJ/KUXX Radio. (Aldermen Brandon Finck and Donnie Schoenrock were absent.) (A quorum of the City Council was present.)

CALL THE MEETING TO ORDER

Mayor Wayne Walter called the regular meeting of the Jackson City Council to order. He noted Aldermen Brandon Finck and Donnie Schoenrock were absent.

Mayor Walter said Alderman Jeffrey Gay was joining the meeting by telephone and Alderman Matt Madden was joining via computer Zoom.

Mayor Walter noted that he, Alderman Larry Anderson and Alderman Dave Cushman were present in the Council Chambers.

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

CONSENT AGENDA

ANDERSON/CUSHMAN moved and it was unanimously carried to approve the Consent Agenda as presented.

Unscheduled Guests:

Mayor Walter asked if there were any unscheduled guests in the Council Chambers or via Zoom or the telephone.

There were no unscheduled guests at the meeting.

Hearing none and seeing none, Mayor Walter said the Council would proceed with the Council Discussion Items.

Council Discussion Items

BROOKE HANSON – ICE CREAM TRUCK

Brooke Hanson said she wanted to speak to the City Council to explain her idea for an ice cream truck.

Hanson explained she's a third-grade teacher at Riverside Elementary School in Jackson. She said she's been teaching in Jackson for about four years. Hanson said she and husband moved their family to Jackson last summer.

Brooke Hanson's husband, Corey, introduced himself. He explained he owns rental property in Jackson.

Brooke Hanson said their idea is to start a mobile ice cream truck. She said their plan is to sell pre-packaged ice cream treats and bottled water. Hanson said their goal is to have items priced from 50 cents to two dollars. She said it's a community effort and they want to serve children and families in Jackson and keep the prices reasonable.

Hanson said they named their ice cream truck *Summer School Treats*. She explained they came up with the name because she is a teacher and they purchased a school bus that they are converting into an ice cream truck.

Hanson said their plan is to drive the ice cream truck around town and stop at parks, the splashpad, athletic facilities and in neighborhoods.

Brooke Hanson said they wanted to explain their plans to the Mayor and City Council and receive the Council's blessing and support on their new adventure. She said they're hoping their ice cream is a positive thing for the community members of Jackson.

Alderman Anderson asked Hanson if they would operate only during the summer months.

Brooke Hanson said they are planning on operating during the summer months through September.

Alderman Anderson asked City Clerk Maschoff what the annual fee is for a transient merchant's license.

Maschoff said it is \$100.

Skaret said the Hanson's ice cream truck would be considered a transient merchant.

Cushman asked how much does the City collect in transient merchants' fees in a year.

Maschoff said last year there were two annual transient merchants' licenses issued for a total of \$200.

Cushman asked what was the reason for the transient merchant's fee and whether it was required for a new venture that's the unknown.

Maschoff said the fee is in the City's fee schedule.

Skaret explained when someone applies for a transient merchant's license, the applicant has to fill out an application of who they are, who the people are that will be selling the product, the address of the business and description. He said there is also a background check that's done on the applicant and the people that will be doing the selling. Skaret said the purpose of the transient merchant's license is basically for the City to know who's operating in the City. He said it's an effort to protect public safety. Skaret said the City doesn't receive a lot of transient merchant license applications during the year.

Alderman Anderson asked Hanson if the ice cream truck is something they would also have at the Nationals at the Jackson Motorplex or at parades and other community events.

Hanson said the ice cream truck is something new for them and this will be their first summer. She said they are open to the idea at having their ice cream truck available at various events.

Alderman Anderson noted when he takes his grandchildren to the splash pad in Spirit lake there is an ice cream truck that stops by and it's very popular among the children. He said it appears they have a real good business.

Cushman said he thinks the Hanson's proposed ice cream truck is a great idea. Alderman Anderson said he thinks it's a fantastic idea and wishes them a lot of luck. He said he thinks it's something that could work out very nicely and hopefully nicely for the Hanson's.

Mayor Walter said he thinks the ice cream truck will be a great addition to the summer activities.

Madden said he thinks it's a great idea and wished the Hanson's the best of luck.

Alderman Anderson asked Brooke Hanson what color the ice cream truck will be.

Hanson said it will be teal with the ice cream truck's logo on the front and back and maybe on the door. She said they also have a Facebook page and can be found by searching Summer School Treats – Ice Cream Truck. Hanson said people will be able to follow the activities of the ice cream truck on their Facebook page.

Mayor Walter and Councilmembers thanked Corey and Brooke Hanson for explaining their plans for the ice cream truck.

Brooke and Corey Hanson thanked Mayor Walter and the City Council.

BILL BRANDT – RIVERSIDE FARMERS MARKET FOR 2020

Mayor Walter asked if Brandt was going to join the Council meeting online.

Skaret said Brandt was supposed to join the meeting online but didn't appear he was online.

Skaret explained he has talked with Brandt and they are still planning to have the Farmers Market this year. He said Brandt was looking for authorization to use the Ashley Park shelter house as they've done in the past. Skaret noted in the past the City Council has waived the shelter house fee.

With the Covid-19 pandemic, Skaret said the Farmers Market will be practicing some social distancing measures that are recommended by the State. He explained they're not going to be having as many vendors in the shelter house. He said Brandt is thinking there could be two or three vendors in the shelter house and the rest of the vendors would have to be outside. Skaret said the Farmers Market will also have rules on how many customers can be at a table at one time.

Skaret pointed out one thing the Farmers Market will need to coordinate around is the renovation project for the shelter house. He said hopefully the renovation project will be completed by the time the Farmers Market begins. Skaret said the materials for the shelter house have been ordered. He said the renovation work is on contractor Tom Holthe's schedule.

Skaret said the Farmer's Market is planning to start their season on the last Thursday in May and operate each Thursday during the same hours as they have done in the past from 12:30 p.m. to 5:30 p.m.

Cushman noted the Farmers Market has operated for several years and they've been well received.

Alderman Anderson noted if the Farmer's Market runs into a problem with the reconstruction of the main shelter house, vendors could make use of the smaller shelter house closer to the river and the shelter house located at the parking lot.

Cushman said he's in favor of the Farmer's Market but he doesn't want it to be a reason that Holthe and his crew aren't working on the shelter house on a Thursday. He said Holthe needs to keep moving on the shelter house project and not let the Farmers Market interfere with the construction. Cushman said if Brandt and the vendors can work around the construction project, he sees no reason why the City wouldn't approve the Farmers Market operating at Ashley Park.

Maschoff mentioned that in years past, the Farmer's Market has always had a sign at the Water Plant sign along Highway 71.

Mayor Walter said the Farmer's Market sign could also be erected as it has in the past at the Water Plant sign.

ANDERSON/CUSHMAN moved and it was unanimously carried for the City to waive the shelter house fee for the Riverside Farmer's Market on Thursdays, allow them to erect their Farmer's Market sign on the City's right-of-way along Highway 71, and to yield the Shelter House if it's under construction.

Cushman asked if the City had a time schedule for when the Ashley Park shelter house construction will begin.

Skaret said he didn't have a timetable yet. He said the supplies for the reconstruction have been ordered.

Alderman Anderson said the colors have been picked out and everything is ready to go. He said it's a matter of whenever the materials get here.

2020 STREET PROJECT WITH GREG MITCHELL OF BOLTON AND MENK

Engineer Greg Mitchell of Bolton and Menk said he was attending the City Council meeting to talk about the City's 2020 Street Project. He explained there have been several different meetings over the last few weeks with City Staff and the Street Committee to review the details.

Mitchell said the presentation to the City Council is a final review of the plans before the next step of sending out the plans for bids.

Mitchell noted the full 2020 Street Project Plan is 125 pages in length. He provided the Mayor and Council with an abbreviated section of the plan that included about nine sheets which summarized the main part of the plan. Mitchell also provided a summary sheet of what the improvements are for each project.

Mitchell explained the overall 2020 Street Project is made of six smaller projects. He said North Highway and South Street are the main two projects that were discussed last year and preliminary estimates compiled. Mitchell said through that process, the City decided to add some parking lot improvements at the Water Plant, City Hall, the Library and the alley and small parking lot behind the Senior Citizens Center. He noted the last thing added was paving the alley behind Frost Avenue which will provide access to the splashpad.

In summarizing the improvements, Mitchell said for North Highway the project includes building a 36-foot bituminous street with curb and gutter and sidewalk. He said all the watermain will be replaced with an 8-inch diameter watermain and new services to the right-of-way. Mitchell noted the sanitary sewer was lined in 2012. He said the sewer will stay in place along with the manholes that were also replaced at that time.

Mitchell said no improvements are being proposed to the sanitary sewer and the manholes but services will be replaced from the main out to the right-of-way. He said the only exception with the sanitary sewer on this project is at Morrison Avenue where about 150 feet of new PVC pipe or mainline will be installed. Mitchell explained that's to replace an existing service that runs down the boulevard on the south side of the street. He said the reason they don't want to get into the boulevard to replace the sanitary sewer is because there's a lot of utilities located there such as buried electric and fiber optic lines among others. Mitchell explained there's just not enough room to get into the boulevard and open trench that so they are going to extend that sanitary sewer in the street so service can be provided to an existing lot and one future lot on the south side of the street near Morrison Avenue.

Mitchell said along with that, there's some concrete storm sewer that's going to be constructed from Logan to Morrison and also from Dewey to West Street and at the low point in the curve as you head out towards Sayles Drive.

As mentioned earlier, Mitchell said there is some sidewalk being installed but there's also a 10-foot trail segment that's being built along with this from about the south side of the hospital to Dewey Street. He said that's going to provide a connection from the trail that comes up from the south along the future road stub and extends the trail to the north side of North Highway to Dewey Street.

Mitchell explained the project will be built in four phases. He said it's anticipated the first two phases would be constructed in 2020. Mitchell said the first phase would be from Sayles Drive up to that future road on the south side of the hospital and the second phase would be from the future road up to Dewey Street. He explained the reasoning for that is the coordination with the hospital and maintaining access as much as they can. Mitchell said another reason is getting that portion from Sayles Drive from the west end of the project done in a staged format because the residents that live along that street have very limited access. He noted there are no intersections and it's not the regular rectangular block pattern like most of the town. Mitchell pointed out it's a fairly long stretch with limited access

With the overall schedule, Mitchell said plans would be to build phases one and two in 2020 and the third and fourth phases in 2021. He said those phases would be from Logan to Butler Avenue and from Butler to Dewey Street to finish everything up. Mitchell said overall the estimated construction cost for that part of the project is \$2.2 million.

Regarding South Street, Mitchell said they are actually building that street at a 34-foot width with bituminous and curb and gutter. He explained the reason they decided to stay with the 34-foot width is because there's a lot of existing utilities that are behind the curb. Mitchell said the existing street is 34 feet but there's a lot of utilities behind the curb that would have to be moved to accommodate a 36-foot width. He said at this point, it was decided to stay with the 34-foot width so they won't have to go through the cost and delay of moving all the utilities. Mitchell noted some of the utilities are fairly new.

Mitchell said the project will include replacing the watermain with new 8-inch PVC along with new water services to the right-of-way. He noted the existing sanitary sewer was lined in 2012 and will remain in place and are only looking to replace the services out to the main. Mitchell said the manholes were installed in 2012.

Mitchell said the storm sewer will be new from Bailey to Fourth Street and then to Avenue B. He said they are looking to reuse the existing main from Bailey to Morrison Avenue but will be installing new catch basins and new manholes. Mitchell reported that storm sewer was built in the early 80's. He explained when they conducted the field survey, 360-degree image photographs were taken of the inside of the manhole. Mitchell noted what they can see from the photographs is that the pipe looks fairly good but they will have it televised during the street project just to make sure there aren't any problems with it.

With the South Street project, Mitchell said they're looking at building it in three phases. He explained the first phase would be from Bailey Street to Kimball Avenue, the second phase would be from Kimball to Bluff Avenue and the third phase would be from Bluff Avenue to Dewey Street.

Mitchell said all of South Street, at least right now, is proposed to be constructed in 2021. He said if the contractor would bid the project and would be the low bidder and had some ideas and crews available to get everything done this year, we would try and accommodate that.

However, Mitchell said at this point, we're looking at spreading this out over two summers. He said to get both these jobs done in one summer would be a pretty busy summer.

Mitchell said the estimated construction cost for South Street is just under \$2.4 million.

Regarding the City Hall parking lot, Mitchell explained that project includes removing the existing bituminous pavement and constructing a new three-inch mat. He said they are not looking at picking up the aggregate base. Mitchell explained if during construction they find some weak spots, the contractor will over excavate that and replace it with some better material, but at this point they are just looking at replacing the bituminous. He said along with that, they are also going to be constructing some new curb and gutter on the north side and doing some repair work and replacing the rock or landscaping with concrete. Mitchell said the estimated cost for the City Hall parking lot project is \$32,600.

Mitchell said the plans for the Water Plant parking lot is to remove the existing bituminous mat and regrade it a little bit. He said a couple of things the City staff has requested is to widen the Water Plant entrance on Highway 71 and add one parking stall next to the retaining wall by the walk-in door on the south side of the plant. Mitchell said 4 inches of bituminous will be installed over the existing aggregate base and they will remove and replace the curb at the access from the bulk water fill. He said the estimated construction cost for the Water Plant parking lot is \$50,000.

Regarding the Library parking lot and alley improvements, Mitchell said the improvements would include building a brand-new parking lot on the west side of the library and then pave the alley including the area behind the Senior Center. He explained the alley itself has quite a bit of utilities located in it so they're not looking to extend any storm sewer up that way. Mitchell said they're going to rely on valley gutters to carry the water to the south. He said they will be adding a new catch basin behind the Senior Center but will be directing all the water to that location. Overall, Mitchell said the new parking lot will have 15 parking stalls including one handicap stall. He said the parking lot will also have a new entrance to Fourth Street which should help alleviate some of the traffic in the alley as motorists will be able to enter and exit the parking lot from Fourth Street. Mitchell said the estimated construction cost for the library parking lot and alley improvements is \$74,500.

Mitchell said the proposed Frost Avenue alley improvements would include removing 3 inches of gravel from the existing alley and then paving with 3 inches of bituminous pavement. He noted they are also going to be adding some parking stalls on the west side of the alley to accommodate the future splashpad. Mitchell said they aren't looking at doing any storm sewer improvements and the water will drain the same way as it does now across the alley and into the softball field. He said the estimated construction cost for the Frost Avenue alley improvements is \$80,500.

Mitchell outlined the preliminary schedule for the projects. He said if the Council approves seeking bids on April 21st, then the advertising to seek bids would occur during the week of April 27th. Mitchell said the bids would be opened at the end of May.

Mitchell said if a responsible bid is received from a contractor, the contract could be awarded at the June 2nd Council meeting with construction potentially beginning on the first two phases of North Highway in the first part of July. He said construction could continue through October or the first part of November. Mitchell said in June of 2021, the second two phases on North Highway would be completed in May and June and then work completed on South Street in July through October. He said work on the parking lots could be done in 2020 or 2021 depending on the contractor's schedule. Mitchell said the final wear course would be applied on North Highway and South Street in June of 2022.

Skaret noted there was quite a bit of discussion at the Street Committee meeting regarding the sidewalks on South Street. He said the biggest thing there was adding sidewalks on the west two blocks of the South Street project. Skaret said the sidewalks were left in the plans but could be taken out if necessary.

Cushman said the thought at the Street Committee meeting was to get the project to bid first and see how the bids come in. He said the Council can certainly begin to pick the proposed plans apart regarding sidewalks once the bids are received. Cushman said the main purpose of the April 21st meeting is to approve putting the project to bid and not to approve the project. He noted there are funds available in the library fund for the library's parking lot paving.

Skaret also noted that such things as the Frost Avenue alley improvements will be bid as an alternate.

Mayor Walter asked for a motion.

ANDERSON/GAY moved and it was unanimously carried to solicit bids for the 2020 Street Project.

LIFT STATION NO. 4 PAY APPLICATION NO. 2

Engineer Greg Mitchell of Bolton and Menk explained this was the second payment to the contractor for Lift Station No. 4. He said the Pay Application is in the amount of \$5,715.42 for work that has been done. Mitchell explained what is still being withheld is the retainage.

CUSHMAN/ANDERSON moved and it was unanimously carried to approve Lift Station No. 4 Pay Application No. 2 in the amount of \$5,715.42 payable to R&R Excavating.

PARK BOARD RECOMMENDATION TO APPROVE ASHLEY PARK PLAYGROUND AND MERRY-GO-ROUND REPLACEMENT QUOTES

Skaret said last summer the Park Board hired a company known as Safety First Playground Maintenance to conduct an assessment of the playground equipment in all of the City's parks. He said the number one priority was safety. Skaret said Safety First Playground Maintenance compiled a list of recommendations for each park. He said the Park Board took that list of recommendations and determined what the top priorities were for the parks.

Skaret said the top priority was Ashley Park. He said the Park Board has funds set aside in the Capital Improvement Fund for these projects along with some money in the Operations Fund. Skaret explained since the time when the Park Board received the quote and in talking with the company, there's some work the City staff can do on their own which lowered the price by about \$5,500.

Skaret said the new quote for the playground work is \$31,932. He said that price will include basically removing some playground equipment that is no longer safe. Skaret said the improvements will also include making the play area more compact so it's not as spread out as it currently is.

Skaret explained the playground improvements would include building a containment area for the swing bays, composite system and merry-go-round with treated timber interlocking border, installing a heavy duty fabric liner, eliminating the pea rock and installing tamarack tree wood chips of 8 to 12 inches in depth and installing rubber safety mats under and around the swings and other equipment.

Skaret noted safety officials and the League of Minnesota Cities is trying to urge cities and schools to eliminate play areas with pea rock for safety reasons.

Skaret said he's worked with Safety First Playground Maintenance in the past and they have done very good work. He said the Park Board is very excited on moving forward and implementing Phase One of their Park Improvement Plan.

As part of the improvements, Skaret said the merry-go-round would be taken out. He noted the merry-go-round is a major liability. Skaret said the merry-go-round would be replaced with what's known as a Miracle Ten Spin which is a spinning device that children can kneel, stand and sit on. He said the Miracle Ten Spin would cost an extra \$5,120.

Skaret said he also received a quote for replacing the slide but that's probably a little bit out of the budget for this year. He said that would have been an added \$10,000.

Skaret said the Park Board is recommending approval of the two quotes for the playground equipment.

Alderman Anderson said he had a question at the Park Board meeting of whether the wood chips would withstand a flood of the river and not wash away. He said Street Superintendent Phil Markman said he's seen places that have flooded where the tamarack tree wood chips were being used and the wood chips stay in place. Alderman Anderson said the chips would stay within the timbers that will border the swings so they won't wash away.

Skaret said the timbers will help keep the wood chips in place.

Gay asked why wood chips were being used verses ground rubber.

Alderman Anderson said the wood chips is what Safety First recommended. He said otherwise he didn't have an answer for Gay's question.

MADDEN/CUSHMAN moved and it was unanimously carried to approve the quotes from Safety First Playground Maintenance as recommended by the Park Board for playground equipment replacement at Ashley Park.

LATE PAYMENT UTILITY FEES

Skaret noted at the March 30th Special City Council Meeting, the City Council approved waiving any disconnects in April due to the Covid-19 situation. He said no action was taken on waiving late fees pending information on how many delinquencies there would be after the April 15th deadline.

Skaret said to date, there were 146 customers that were delinquent on their utility bills. He said this was actually about normal and even less than there were at this time last year when there were 158 delinquencies. Skaret noted there were four customers that would have been shut off which is about normal.

Skaret said although there were no shut-offs, the City encouraged residents to keep their utility accounts current.

Skaret said the late fee issue was going to be revisited at the April 21st Council Meeting along with a decision on disconnects for the month of May.

Attorney Anderson asked if it was part of the Council's decision that if they were going to waive the different fees that it be coupled with a retainment agreement.

Skaret said that was something the City Council could certainly stipulate.

Mayor Walter said he didn't think a retainment agreement was part of the Council's original decision.

Skaret asked Attorney Anderson if the Council could extend the Cold Weather Rule but utility customers would be required to make a payment arrangement with City Hall.

Attorney Anderson said that would be a good idea.

Alderman Anderson asked how many utility customers there are in the City of Jackson.

Skaret said there are about 1,750 customers between residential and commercial customers. He said there were 158 that had not paid. Skaret noted so far there wasn't a major change in those that were delinquent from April a year ago. However, Skaret said that could change as the Covid-19 situation drags on.

Cushman said when the Council talked about this two weeks ago the purpose was to assist those that needed it but not give those people that didn't need help an opportunity to take advantage of the City. He said how does the Council marry those two things together so that we figure out a way that works best.

Attorney Anderson said he doesn't think the State or anybody ever talked about just forgiving those that can't pay their electric bill. He said he thinks the idea is to try and figure out a plan to help customers be able to pay their bill and maybe waive some of the late penalties to help them through this whole process.

Madden said he agreed with Attorney Anderson. He said the City isn't forgiving any of the bill and the customer will eventually have to pay. Madden said the City is just giving the customer time now during this event to take a little more time to pay and maybe waive the late fees that have been incurred.

Mayor Walter said if the City Council wishes, this may be something that will need to be revisited on a monthly basis. He said it could be revisited at the end of May. Mayor Walter said if the Council desires, they could waive the late fees and extend the Cold Weather Rule. He said customers would need to establish a payment plan.

Alderman Anderson said the situation could be worse in May as people may be laid off or lose their jobs and paychecks have run out.

Gay said he agreed with Anderson as this area of the State is now beginning to see the start of the coronavirus and the situation could extend itself.

Further discussion ensued on possible scenarios, deadlines, cutoff dates or payment plans.

MADDEN/GAY moved and it was unanimously carried that the City of Jackson extend the Cold Weather Rule until May 20th, 2020 and waive any utility late fees for April contingent upon the fact that the utility customer attempts to establish some sort of payment plan before they would normally be disconnected.

Skaret said the normal disconnection date would be around May 5th or 6th.

AUTHORIZE APPLYING FOR FEDERAL CARES ACT AIRPORT FUNDING FOR OPERATIONS AND MAINTENANCE FUNDS

Skaret explained one of the stimulus packages that was approved by Congress included assisting cities with airports. He said the City of Jackson's share would be \$30,000.

Skaret said the City would have to apply for the money and the quickest and easiest way to receive it is to apply for it to be used for operational and maintenance funds for the airport. He said it gives the City the greatest flexibility in using the funds.

ANDERSON/MADDEN moved and it was unanimously carried to authorize the City to apply for the Federal CARES Act Airport Funding for Operations and Maintenance Funds.

FINANCE COMMITTEE RECOMMENDATION: APPROVE STREET DEPARTMENT DUMP TRUCK QUOTE

Skaret said the City had budgeted this year to replace a dump truck in the Street Department. He said this would be the last one to be replaced probably for the next six or seven years.

Skaret pointed out a dump truck was replaced this year. He said the dump truck that would be replaced is a 2000 model truck. Skaret said about half of the cost of the new truck is budgeted out of the City's General Fund and there are other funds available in the City's Capital Improvement Fund.

Skaret explained the Finance Committee met on April 20th and recommended to the City Council to approve the quote of \$150,082.48.

MADDEN/ANDERSON moved and it was unanimously carried to approve the quote of \$150,082.48 for the purchase of a new Street Department dump truck.

In comparison, Skaret noted the cost of last year's 2019 dump truck that the City purchased was \$143,129.48.

REVOLVING LOAN FUND APPLICATIONS: COFFEE NEST - \$15,000 AND VIRGINIA AND COMPANY - \$15,000

Skaret said the Finance Committee met on April 20th and recommended approval of two Revolving Loan Fund applications due to the Covid-19 virus. He said both applications met the qualifications and are eligible for the maximum loan amount of \$15,000.

As far as what's still available for future emergency loans, Skaret said it's been determined there are enough funds to fully fund two more loan applications or partially fund several applications.

Alderman Anderson asked if this would be emergency loans number 16 and 17.

Skaret said they would.

ANDERSON/GAY moved and it was unanimously carried to approve the Emergency Assistance Revolving Loan Fund applications of \$15,000 for the Coffee Nest and \$15,000 for Virginia and Company.

Other:

Mayor Wayne Walter

Mayor Walter noted Crystal Nelson had joined the conference call late for the City Council meeting and asked if she had anything she wanted to bring before the Council.

There was no response over the phone from Nelson.

Skaret noted Crystal Nelson was approved in the Consent Agenda to be hired for the Ambulance Department.

City Administrator Matt Skaret

Watermain break on South Highway

Skaret said a phone call he received earlier during the Council meeting was from Water/Wastewater Superintendent Tony Oxborough.

Skaret explained Oxborough called about an incident that occurred as the contractor was working on the force main connection at 712 South Highway to connect to the main sewer line on Bluff Avenue.

Skaret said the contractor doing the boring struck a City watermain. He said there was a gush of water and the Sheriff's Department was on the scene directing traffic. Skaret noted there will be low water flow for residents in that area until the watermain can be repaired.

Plexiglas

Skaret said it's hoped that things will start opening up in the not to distance future. He explained at City Hall and the Liquor Store, they are looking at installing temporary plexiglas to provide a little extra layer of protection for when things do open up to the public.

Skaret said he's been working with Boekett Lumber in Jackson regarding the plexiglass. He said the cost is pretty reasonable at about \$112 for City Hall and about \$600 for the liquor store.

Skaret said he wanted to say "hats off" to all of the staff for continuing to work through all the challenges that we're having in this uncharted era that we're living in. He also said "hats off" to the Council for continuing to meet here and via Zoom.

Skaret said he thinks everyday we're one day closer to getting back to normal. Mayor Walter thanked Skaret for his report.

Mayor Walter

Mayor Walter said he wanted to congratulate Water/Waterwater Superintendent Tony Oxborough on the completion of the First Line Supervisory Program and his licensing.

Skaret noted Oxborough completed the MMUA First Line Supervisor School. He explained it's a two-year program so "hats off" to Oxborough.

Electric Reliability Award

Skaret reported the City received an Electric Reliability Award. He said MRES Jackson Distribution Maintenance Foreman Jeremy Boogerd completed that program several years ago. Skaret also noted the Electric Department recently received an award for reliability from the American Public Power Association in meeting the Association's standards for being a reliable community. He said not everyone receives that recognition.

ADJOURNMENT

With no further business, Mayor Walter entertained a motion to adjourn the meeting.

GAY/ANDERSON moved and it was unanimously carried to adjourn the City Council meeting at 7:55 p.m.

David A. Maschoff, Council Secretary

Wayne Walter, Mayor