

April 5, 2022
Jackson, Minnesota

The Jackson City Council met in regular session in the Council Chambers of City Hall and also by Teleconference and Zoom at 6:30 p.m. on Tuesday, April 5, 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, Brandon Finck, Nathan Peterson, Marcus Polz and Dave Cushman. Also attending in-person were City Administrator Matt Skaret, City Attorney Brad Anderson, Street Superintendent Phil Markman, Jackson Fire Chief Dave Bond, Jerome Palmer, Neal and Mary Brandt, Jackson Ambulance Director Chris Burban, Layne Kockelman and Abby Schmidt of Abdo, Jon Lang, City Clerk/Council Secretary Dave Maschoff, Joshua Schuetz of the Jackson County Pilot and Mathew Grisham of KKOJ/KUXX Radio. Attending the meeting via Zoom and Teleconference were Jackson County Sheriff Shawn Haken and Heather Wachal. (Alderman Chris Vee was absent.) (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 except for Alderman Chris Vee.

PUBLIC HEARING ON ORDINANCE NO. 120 AMENDING SCREENING REQUIREMENTS FOR ROOFTOP HVAC UNITS

Mayor Walter entertained a motion to open the public hearing on Ordinance No. 120 amending screening requirements for rooftop HVAC units.

FINCK/MORE moved and it was unanimously carried to open the Public Hearing regarding Ordinance No. 120.

City Administrator Matt Skaret explained Ordinance No. 120 pertains to eliminating the screening requirements on privately owned HVAC and electrical boxes and so forth on rooftops. He said Ordinance No. 120 would eliminate the requirement to screen rooftop HVAC units and the like. Skaret noted Ordinance No. 120 does keep the screening requirement in place for HVAC units located on the ground. He said the change to eliminate the screening for rooftop HVAC units was recommended by the Planning and Zoning Commission. Skaret noted the City Council held first consideration of Ordinance No. 120 on March 1st, 2022.

Mayor Walter asked if there were any comments or questions from anyone regarding Ordinance No. 120.

With no comments or questions from anyone, Mayor Walter asked for a motion to close the public hearing.

CUSHMAN/PETERSON moved and it was unanimously carried to close the Public Hearing on Ordinance No. 120.

Mayor Walter announced the public hearing was closed.

There were no Bid Lettings or Open Forum.

CONSENT AGENDA

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

PETERSON/FINCK 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 audience.

Jackson Ambulance Director Chris Burban said he brought the new ambulance that arrived just over a week ago to City Hall for the Mayor and Councilmembers to see.

Burban said to contact himself or Skaret if the Mayor or Councilmembers would like to take a closer look of the inside of the ambulance at the Fire Hall. He said the new ambulance will now be fully outfitted so it can be put into use.

Cushman noted the other ambulance will be put up for surplus sale. He asked Burban when it's anticipated the new ambulance will be fully outfitted and the old ambulance put up for sale. Burban said he anticipates the new ambulance to be outfitted in a couple of weeks and maybe a little be longer. He said he wants to get the new ambulance outfitted as soon as possible and start using it. Burban said with Unit No. 21 now up for surplus, it's actually out of service. He said the Ambulance Service is just operating with two ambulances for now.

Mayor Walter thanked Burban for the update.

Mayor Walter asked if there were any other unscheduled guests.

Seeing none and hearing none, Mayor Walter said the City Council would proceed with Council Discussion items.

Council Discussion Items

ACCEPT RESIGNATION OF WARD ONE ALDERMAN CHRIS VEE

Mayor Walter entertained a motion to accept the resignation of Ward One Alderman Chris Vee.

FINCK/CUSHMAN moved and it was unanimously carried to accept the resignation of Ward One Alderman Chris Vee with regrets.

RESOLUTION NO. 21-0422 DECLARING A VACANCY ON THE CITY COUNCIL

CUSHMAN/PETERSON moved and it was unanimously carried to approve Resolution No. 21-0422 declaring a vacancy on the City Council.

RESOLUTION NO. 22-0422 FILLING COUNCIL VACANCY WITH JEROME PALMER

POLZ/PETERSON moved and it was unanimously carried to approve Resolution No. 22-0422 filling the City Council vacancy with Jerome Palmer.

OATH OF OFFICE ADMINISTERED TO NEW WARD ONE ALDERMAN JEROME PALMER

Mayor Walter said the Oath of Office would be administered to newly appointed Ward One Alderman Jerome Palmer.

City Administrator Matt Skaret administered the Oath of Office to Jerome Palmer.

Skaret asked Palmer to stand up and raise his right hand and repeat after him. Skaret read and Palmer repeated, *I, Jerome Palmer, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of Alderman in Ward One for the City of Jackson, Minnesota, to the best of my ability and judgement, so help me God.*

Skaret congratulated Palmer and had Palmer sign his Oath of Office document.

(There was a round of applause from those attending the City Council meeting following Palmer being administered the Oath of Office.)

APPOINT MAYOR PRO TEM

Mayor Walter noted former Alderman Chris Vee had been serving as Mayor Pro Tem.

Mayor Walter said he asked Alderman Marcus Polz to serve as Mayor Pro Tem and Polz graciously accepted to serve in that position.

Mayor Walter said he would like to appoint Alderman Marcus Polz as Mayor Pro Tem for the rest of 2022.

PETERSON/FINCK moved and it was unanimously carried to approve Mayor Wayne Walter's appointment of Second Ward Alderman Marcus Polz to serve as Mayor Pro Tem for the remainder of 2022.

Mayor Walter congratulated Alderman Polz on his appointment as Mayor Pro Tem.

PEDDLER'S LICENSE APPLICATION FOR FOOD TRUCK – JON-E-1 BBQ LLC-JON LANG

Jon Lang of Worthington, Minnesota introduced himself to Mayor Walter and City Councilmembers.

Lang explained he was beginning his second year of operating his bar-b-que food trailer. He was requesting approval of a peddler's license to operate his food trailer in Jackson.

Mayor Walter asked Lang if he plans to have his food trailer in Jackson every day or once a week.

Lang said he plans to be in Jackson every other week. He said it all depends. Lang said he had spoken with Schwalbach's Ace Hardware who said he could park his food trailer in their parking lot when Lep's Take Me Out is not parked there. Lang said he possibly may also have his food truck at the Jackson County Fair.

Mayor Walter asked if any of the Councilmembers had any other questions.

Cushman asked City Clerk Maschoff if he had received all of the necessary paperwork from Lang.

Maschoff said he had received the necessary paperwork and the peddler's license fee had been paid.

CUSHMAN/POLZ moved and it was unanimously carried to approve the Peddler's License for Jon Lang's Jon-E-1 BBQ LLC to operate a Food Trailer in Jackson, Minnesota.

PEDDLER'S LICENSE APPLICATION FOR FOOD TRUCK – SQUEALERS – NEAL AND MARY BRANDT

Neal and Mary Brandt greeted Mayor Walter and City Councilmembers.

Mary Brandt said her and Neal have a food trailer. She said they live just south of Lakefield.

Mary Brandt said they served food from their food trailer at the 2021 Jackson County Fair. She said they have also served food during the past year at various events in Jackson County, Lakefield and in the Iowa Great Lakes area. Mary Brandt said they have submitted their peddler's license information to City Hall and were requesting approval of a peddler's license to operate their food trailer occasionally in Jackson.

Skaret asked Mary Brandt what kind of food they served.

Mary Brandt said they serve smoked pork, smoked beef brisket, ribs and cheese.

POLZ/FINCK moved and it was unanimously carried to approve the Peddler's License for Neal and Mary Brandt to operate their Food Trailer, Squealer's, in Jackson, Minnesota.

2021 AUDIT PRESENTATION BY ABDO

Layne Kockelman and Abby Schmidt of Abdo were in attendance to present the City of Jackson's 2021 Audit Presentation. Kockelman noted this was the fourth year that Abdo had conducted the annual audit for the City.

Kockelman said Schmidt would begin the audit presentation with a high-level overview of the City's financials for 2021.

Schmidt said her presentation would be referring to the items outlined in a power point presentation.

Skaret noted the power point presentation regarding the City's 2021 Audit was included in the Councilmembers' informational packets.

Schmidt proceeded to highlight and explain Abdo's audit opinion and responsibilities and details of the General Fund results and other governmental funds along with the 2021 Audit Finding. She pointed out an auditor's recommendation for the City to consider implementing a long-term capital plan for future project needs and funding sources.

Schmidt noted the City has done a really good job of increasing their reserves so it might be time for the City to think about how they could use those reserve funds in the future and really plan for the years ahead.

Referring to the power point, Schmidt outlined the City's General Fund Balances and the General Fund Budget to the actual balance amounts for 2021. She also reviewed the City's General Fund by type such as taxes, intergovernmental, charges for service, license and permits and other General Fund revenues. Schmidt outlined the General Fund expenditures by type such as general government, public safety, streets and highway, culture and recreation and other General Fund expenditures. She also reviewed the City's Capital Project Fund balances, special revenue fund balances and the City's debt service for the next 10 years.

Kockelman reviewed the City's Enterprise Funds outlining the cash flows from operations and cash balances. He referred to the graphs in the power point presentation detailing the City's Water Fund, Sewer Fund and Electric Utility Fund.

Kockelman outlined the cash flows from operations and cash balances for the Airport Fund, Ambulance Fund and Liquor Fund in 2021. He also reviewed the City's cash and investment balances overall by fund type including the General Fund, Debt Service Funds, Capital Funds, Enterprise Funds and Special Revenue Funds. Kockelman said overall, the City has a little under \$19 million in cash investments available at the end of 2021.

Kockelman explained a couple of key performance indicators pertaining to taxes, tax rates, debt, current expenditures and the City's Liquor Fund. He also provided Statewide key performance indicator comparisons regarding the Liquor Fund.

Kockelman said to let him and Schmidt know if there's any other information the Mayor or City Council would like them to present. He said the point of the audit presentation is to provide the Mayor and City Councilmembers useful information.

Cushman asked Kockelman if the City looked good financially.

Kockelman said yes.

Cushman asked if there were any warning areas that stand out that the City Council needs to keep a close eye on during the coming year.

Kockelman said nothing that he can think of off-hand. He said Skaret does a good job with the budget process and keeping things in order. Kockelman said his main recommendations that he mentioned earlier in the presentation is for the City Council to outline what the City's major needs are. He said that will allow the City to take care of those things that are unanticipated. Kockelman said the more the City Council can outline those projects in the next five to 10 years is going to help.

Kockelman said as far as the City's minimum levy increases and where the City is with rates are certainly in the right line.

Skaret said a motion was needed to accept the 2021 City Audit report.

FINCK/PETERSON moved and it was unanimously carried to accept the 2021 City Audit report.

Mayor Walter thanked Kockelman and Schmidt for their report.

Kockelman and Schmidt thanked Mayor Walter and Councilmembers.

Kockelman said their contact information can be found on the last page of the audit report. He invited Mayor Walter and Councilmembers to contact them if they have any questions or need further information.

SECOND CONSIDERATION OF ORDINANCE NO. 120 AMENDING SCREENING REQUIREMENTS FOR ROOFTOP HVAC UNITS

POLZ/PETERSON moved and it was unanimously carried to approve Second Consideration of Ordinance No. 120 amending the Screening Requirements for Rooftop HVAC Units.

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

Skaret said Ordinance No. 122 was initiated because of a change the Ambulance Department is wishing to make. Until a couple of years ago, Skaret said the Ambulance Department use to provide stand-by race coverage at the Jackson Motorplex. He said in 2019, the Ambulance Department discontinued stand-by coverage at the Jackson Motorplex due to a lack of staffing.

Skaret said Ambulance Director Chris Burban has met with Jackson Motorplex Manager Doug Johnson. He said Burban has been re-evaluating the Ambulance Department's staffing availability and has met with the Ambulance Advisory Board.

Skaret said it's felt that there would be sufficient staffing in the Ambulance Department to provide stand-by coverage for half of the racing schedule. He said the Ambulance Department was primarily looking at providing standby coverage for the second half of the racing season.

Skaret explained in penciling out a rate, the charge would be \$100 per hour for standby coverage. He said that should cover the Ambulance Department's manpower costs, equipment and little bit of overhead. Skaret said Burban informed the Jackson Motorplex of the \$100 per hour standby rate and the Motorplex did not have a problem with that rate.

Skaret said in order to allow the Ambulance Department's standby rate to move forward, the City would need to amend their fee schedule to add the \$100 per hour standby rate to the City's fee schedule.

Peterson noted the Ambulance Department's standby rate of \$100 per hour would also apply for standby services at other special events except for high school football games.

Cushman asked if the City commits to providing standby Ambulance services at the Motorplex, will the Ambulance Department be able to have enough staff to do it.

Skaret said Burban is very confident that the Ambulance Department will have enough staff to provide the standby service. Skaret said he had asked Burban about having adequate staffing to provide the service. He said Burban has had Ambulance crew members along with Fire Department members express positive feedback about being available to provide standby ambulance services at the Jackson Motorplex this year. Skaret noted the Ambulance Service is committing to providing services for half of the races just so they are not over extending themselves to start with.

Finck said on a positive note, he thinks it's very good, a feel good for the community to have the Jackson Ambulance Service partnering up again with the race track.

PETERSON/MORE moved and it was unanimously carried to approve First Consideration of Ordinance No. 122 amending the City's 2022 Fee Schedule.

RESOLUTION NO. 20-0422 AUTHORIZATION EXECUTION OF MNDOT AGREEMENT FOR AIRPORT ARPA DOLLARS

Skaret explained Resolution No. 20-0422 is related to the American Rescue Plan Act as one of the Covid bills that was passed by Congress last year. He said the City of Jackson received about \$368,000 which the City was planning to spend on the River Street Project for the underground utility work.

Skaret said the Airport received an additional \$22,000. He noted earlier the City Council approved an agreement with the FAA (Federal Aviation Administration) for federal dollars. Skaret explained those federal dollars get funneled down to the State of Minnesota and then funneled down to the cities. He said in order for the State to administer those federal dollars to the City of Jackson, the City also needs to approve an agreement with the State and authorize the Mayor and City Administrator to execute that agreement.

FINCK/POLZ moved and it was unanimously carried to approve Resolution No. 20-0422 authorizing Mayor Wayne Walter and City Administrator Matt Skaret to execute the MnDOT agreement for Airport ARPA (American Rescue Plan Act) dollars.

KLJ ENGINEERING IFE PROPOSAL FOR SERVICES – RUNWAY CONSTRUCTION

Skaret said the KLJ Engineering IFE proposal for services relates to the Airport Runway Reconstruction Project. He said the City is moving into the next phase of that project.

Skaret said because of the magnitude of the contract that the City would have with the engineering firm of HDR pertaining to the construction administration for the construction part of the project, the FAA (Federal Aviation Administration) requires the City to have an independent fee evaluation by another engineering firm. Skaret said KLJ did a similar evaluation for the design part of runway project and now another fee evaluation has to be done for the construction administration portion of the runway project.

Skaret said KLJ submitted a proposal to do the fee evaluation of the construction portion of the runway project in the amount of \$4,000. He said that expense is 90 percent reimbursable by the FAA, five percent by the State and five percent with local funds.

FINCK/CUSHMAN moved and it was unanimously carried to approve the KLJ Engineering IFE (Independent Fee Evaluation) Proposal for Services for the Airport Runway Reconstruction Project.

AIRBNB LODGING TAX/RENTAL HOUSING REGISTRATION

Skaret noted there are several Airbnb's in Jackson. For those that aren't familiar with Airbnb's, Skaret explained they are kind of a new trend in the vacation industry. He said Airbnb's is actually a global company where people can register their houses, apartments, condos and so forth for rent. Skaret said there are standards that have to be met in order for a property owner to have an Airbnb. He said Airbnb's are typically used by vacationers. But in Jackson, Skaret said the Airbnb's are being used by people who are working short-term in the community.

Skaret said the Airbnb's in Jackson are primarily not used by vacationers, but by those coming to Jackson to work such as temporary nurses, construction workers and people that are in the area for one, two, three or four months. He said in those cases, it's not feasible for those people to rent an apartment for that short of time. Skaret said the Airbnb's in Jackson have been utilized as temporary housing for workers in Jackson.

Skaret said there is some confusion regarding Airbnb's pertaining to the City's lodging tax. He explained in other areas, Airbnb's are used more for vacationers and there's kind of a rivalry between the hotels and the Airbnb's because the hotels pay the lodging tax. Skaret explained in trying to create an equal footing, the Airbnb's in Jackson have been paying the lodging tax which is 3 percent. But Skaret said in taking a closer look at the situation in Jackson, the Airbnb's in Jackson are not so much hosting vacationers, but short-term working people. He said it's probably more appropriate for the Airbnb's in Jackson to register as rental property under the City's Rental Housing Ordinance. Skaret said that would clarify any misunderstanding about whether the Airbnb's should be paying the lodging tax or not.

Skaret said if the Airbnb's can be treated as a rental house, then they would not have to pay the lodging tax unless the Airbnb has people staying for less than 30 days, which in Jackson, is rarely happening.

Skaret said he and City Attorney Brad Anderson have discussed it. He said he's also discussed the matter with City Building Inspector Harry Jenness who works in a lot of other communities. Skaret said Jenness reported other communities with Airbnb's that host tenants for longer than 30 days fall under the community's rental housing ordinance.

Skaret said there's not really any action the City Council needs to take on the issue. He said it's more of an administrative function. Skaret said he wanted to inform the Mayor and City Council and make them aware of what has been discussed based on how the City's ordinances are written.

Skaret said the rental housing license fee is \$25 per unit for four years so it's a lot cheaper for the Airbnb's than paying the lodging tax.

COMPOST SCREENING QUOTE

Street Superintendent Phil Markman explained he was approached by Jonathan Weerts of Erosion Control Plus of Winnebago who have done some projects in Jackson by providing sod for the street projects. He said Weerts noticed the compost pile at the City's recycling dump. Markman said Weerts submitted a quote of \$345 per hour to screen the compost pile along with a \$650 mobilization fee.

Markman said Weerts estimates there is about 50 hours of screening work to be done on the compost pile.

Markman noted he's been working for the City for 17 years and as far as he knows, the City has never had the compost pile screened. He said the compost pile is getting very cumbersome and they are running out of room at the dump.

Markman said the good compost will be taken from the dump and stockpiled at the City/County Maintenance Facility and the aftermath from the pile will be disposed of. He said then the pile will be downsized and can be controlled better at the dump. Markman noted there's a lot of good material in the compost pile. He said the sweepings from the Street Sweeper are dumped at the compost pile along with the yard and garden waste brought to the dump site by residents.

Markman said there is some contamination in the compost pile because people sometimes dispose of items in the pile that shouldn't be disposed of in that manner. He said screening the compost site will clean it up and allow the pile to start over again and help maintain a more controlled site.

Markman said the screening would be paid for out of the City's Recycling Account. He said cleaning up the compost pile at the dump will provide for more room at the site and help City personnel keep a better handle on the dump site.

Markman noted the good compost will be kept and stockpiled at the City/County Maintenance Facility. He said it can be used for City projects and reseeded projects if a resident's yard had to be repaired following a water main break. Markman said black dirt is at a premium right now and the compost will be repurposed.

Skaret said the total cost for the screening is estimated at \$17,900.

Palmer said he thinks the screening of the current compost pile at the dump may take more than 50 hours. He said if the pile can be screened in 50 hours, the screener will be doing really well.

Finck said to be sure the Street Department charges enough for the compost dirt that's sold if the City is paying nearly \$18,000 to screen the compost pile. He said he doesn't want to City to be in a loss position especially if the City is short of dirt. Finck said if the City ends up with 50 yards of dirt, there should be enough charged for the dirt to match up to the costs of screening the compost pile.

FINCK/PETERSON moved and it was unanimously carried to approve the quote from Jonathan Weerts of Erosion Control Plus of Winnebago, Minnesota for 50 hours of screening of the compost site and once 50 hours are met, the screening be stopped to see where the screening process is at.

BALLARD AVENUE/TV TOWER HILL SALE OF LOTS BROCHURE

Skaret said it was six or seven years ago the City Council approved a recommendation from the Jackson EDA to sell the land commonly known as TV Tower Hill for residential development. He said the City had looked at subdividing the property, but for a variety of reasons, that project got put on hold.

Skaret said there are about 32-and-a-half acres as one large lot. He said rather than the City trying to subdivide it, develop it and sell off individual lots, the EDA has recommended to the City Council to let someone else do that.

Skaret thanked the Economic Development Office for assembling the brochure to market the property. He said the brochure outlines that the City is accepting bids for the property for residential development. Skaret noted the stipulations on the back of the brochure that state the property is being sold “as is” and the successful bidder will be responsible for the removal of any of the existing structures. He said the successful bidder would also be responsible for any re-platting, subdivision of the lots, installation of any infrastructure and compliance with all City ordinances and regulations.

Skaret pointed out there is access to City water, sewer and electric service from the west side of the lot.

Skaret said the land is to be used for private residential purposes. He said the exterior of the residences are based on the convenience used in the Sunset View subdivision. Skaret said under that convenience, the interior and exterior of all dwellings should be substantially completed within one year from the date the buyer becomes the legal owner of the land. He said each house should be no less than 1,200 square feet gross living area or 1,000 square feet if it’s for twin-homes with a common wall. Skaret said also listed in the brochure is a full list of requirements that are in the convenience.

Skaret said, as always, the City Council reserves the right to reject any and all bids. He said along with their bid, bidders are supposed to include a price and narrative on what their plans are on whether it’s to build one house or subdivide it and do a small residential development. Skaret said bids would be due on Friday, May 6th.

Finck noted the property has sat on the EDA’s table for many, many years and no capital or time has been devoted to developing the property. He said the EDA’s thought process was to let someone else use their own capital. Finck said if someone wants to develop it into three lots and create a neighborhood, that would be great, that would be awesome, but at least get a house on the tax rolls and make things work instead of holding this bare land forever and a day and never utilizing it.

Skaret said a motion was needed by the City Council to approve advertising for bids.

FINCK/POLZ moved to approve the City advertising for bids for the sale of the 32-and-a-half acres on TV Tower Hill with May 6th at the deadline for submitting bids.

City Attorney Anderson suggesting tweaking the wording in the brochure to make sure everyone is on the same page legally of what's expected of the successful bidder. He noted the convenience should be recorded against the property or that it's going to be done. Attorney Anderson said to avoid confusion down the road for any potential buyer, the City better make sure that the City and buyer are both on the same page of what the City expects and that the potential buyer understands what their responsibilities are. Attorney Anderson noted the City also needs to reserve a right-a-way along the westerly 60 feet of the property probably for future roads.

Skaret said there's a stipulation that the potential buyer will also need to allow for the storage of construction materials on site during the Emily Street and Riverside Drive projects if requested by the City and contractor if needed. He noted there is plenty of land available.

Cushman asked if the City Council or the EDA had the final say regarding the bids.

Finck said the EDA can make a recommendation but the City Council will have the final decision.

Cushman asked if the bids would be submitted to the EDA or to the City Council.

Mayor Walter said the bids would be submitted to the EDA.

Attorney Anderson asked if there was enough time for getting the brochure out and the May 6th bid deadline.

Skaret said the bidding deadline date could be moved. He suggested the bidding deadline could be June 3rd.

Mayor Walter said the bids could be reviewed at the EDA's June meeting.

Skaret suggested the bidding deadline could be June 3rd.

Mayor Walter asked if the motion needed to be amended.

Skaret suggested amending the motion.

FINCK/POLZ moved and it was unanimously carried to amend the motion to have June 3, 2022 as the deadline for submitting bids for the purchase of the 32-and-a-half acres on TV Tower Hill.

Mayor Walter then asked for a vote on the amended motion regarding that the brochure about the property would have a bidding deadline date of June 3rd.

FINCK/POLZ moved and it was unanimously carried to approve the brochure outlining the 32-and-a-half acres for sale on TV Tower Hill with a bidding deadline of June 3, 2022.

APPROVE SALE OF FIRE DEPARTMENT'S 2006 6' BY 10' ENCLOSED TRAILER TO KIRK DUNLAVEY FOR \$3,803 VIA GOV DEALS

Skaret said the auction for the trailer on GovDeals closed around 9 p.m. on Monday, April 4th. He said Kirk Dunlavey was the successful bidder with a bid of \$3,803.

Skaret said a motion was needed to accept the bid.

FINCK/PETERSON moved and it was unanimously carried to approve the sale of the Fire Department's 2006 6' by 10' enclosed trailer to Kirk Dunlavey for \$3,803.

Skaret noted the plans are to apply the proceeds from the sale of the trailer to the purchase of the aerial platform truck.

LOCAL BOARD OF EQUALIZATION MEETING: TUESDAY, APRIL 19TH AT 6:30 P.M.

Skaret said this agenda item was informational for the Mayor and Councilmembers. He said no action was required.

Other:

Upcoming Committee Meetings

Mayor Walter noted the Finance Committee met on Monday evening, April 4th and the Street Committee will be meeting on Thursday, April 7th at 5:15 p.m. at City Hall.

City Administrator Matt Skaret

City's Property, Liability and Casualty Insurance Rate

Skaret said he had some good news to report. He reported information has been received regarding the City's property, liability and casualty insurance rate through the League of Minnesota Cities Insurance Trust.

Skaret said the insurance rate is actually about eight percent lower than 2021. He said the insurance premium is just over \$100,000 compared to last year when the rate was around \$113,000 dollars.

League of Minnesota Cities Safety and Loss Prevention Workshop in Mankato

Skaret said he, Street Superintendent Phil Markman, City Clerk Maschoff and City Finance Officer Deb Mitchell will be travelling to Mankato on April 6th to attend the League of Minnesota Cities Safety and Loss Control Prevention Workshop.

ADJOURNMENT

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

POLZ/FINCK moved and it was unanimously carried to adjourn the Jackson City Council meeting at 7:48 p.m.

Skaret thanked everyone.

Mayor Walter thanked everyone for attending.

David A. Maschoff, Council Secretary

Wayne Walter, Mayor

