

Jackson, Minnesota  
August 6, 2019

The Jackson City Council met in regular session in the Council Chambers of City Hall at 6:30 p.m. on Tuesday, August 6, 2019 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, Jeffrey Gay, Donnie Schoenrock and Dave Cushman, City Administrator Matt Skaret, City Attorney Brad Anderson, Engineer Greg Mitchell of Bolton and Menk, SEH Engineer Maria Tiegs, SEH Engineer Scott LaVoy, Jackson County Sheriff Shawn Haken, Jackson Assistant Fire Chief Dave Bond, Jackson Parks Board Chairman Michael Haeffner, Community and Business Development Specialist Thomas Nelson of Community and Economic Development Associates, Dave Espey, Water/Wastewater Superintendent Tony Oxborough, Ron Bezdicek, Jared Spaeth, Neal Carlson, Randy Schubert, Isaac Dunlavey, Aaron Kaderabek, Bailey Boyer, Ana Dunlavey, City Clerk/Council Secretary Dave Maschoff, Justin Lessman of the Jackson County Pilot and Dave Schmidt of KKOJ/KUXX Radio. (Aldermen Matt Madden and Brandon Finck were absent.) (A quorum of the City Council was present.)

#### **CALL THE MEETING TO ORDER**

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Mayor Wayne Walter called the regular meeting of the Jackson City Council to order. He noted the roll call showed all Councilmembers were present except for Aldermen Matt Madden and Brandon Finck.

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

#### **CONSENT AGENDA**

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

Mayor Walter asked if there were any unscheduled guests in the audience. No one from the audience responded.

Mayor Walter asked again if there were any unscheduled guests in the audience.

Seeing none, Mayor Walter said the meeting would proceed with the Council Discussion Items.

## **COUNCIL DISCUSSION ITEMS**

### **DAVE ESPEY REQUESTING A BURNING PERMIT FOR HIS PROPERTY AT 76 RIVER STREET**

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Dave Espey explained he was seeking a permit to burn brush and parts of old buildings that were on the property that he recently purchased at 76 River Street. He said he would like to dig a hole and burn brush and debris in the hole.

Mayor Walter asked Espey if he had spoken with the Fire Department.

Espey said he had mentioned his plans to Fire Chief Phil Markman.

Mayor Walter said the Fire Department needs to approve allowing the burning to take place on the property.

Espey noted the burning would take place over a few months and not all at one time. He said he needed to contact Gopher One to make sure where any utilities are located before he digs a hole in order to burn.

Cushman said he was curious how far the hole Espey plans to dig would be setback from River Street.

Espey explained he plans to dig the hole south of the current second brush pile at least two-and-a-half car lengths from River Street. He said he plans to use the same hole for several burns. Espey noted he has obtained a demolition permit from the City for the removal of the buildings on the property.

**SCHOENROCK/GAY moved and it was unanimously carried to approve a burning permit for Dave Espey with the caveat that the City receives confirmation from the Fire Chief that he has been spoken to by Espey about his burning plans and that Espey will follow the guidelines of the Fire Department and that Espey contact the Jackson County Sheriff's Department before he burns.**

## **PAY APPLICATION NO. 2 FOR THE MEMORIAL PARK PROJECT**

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SEH Engineer Scott LaVoy gave the Mayor and City Council an update on the Memorial Park Project.

LaVoy reported concrete sidewalks have been installed along White Street and Ashley Street. He said the handicap ramps at the restroom facility and the pedestrian curb ramps on White Street still need to be completed.

LaVoy said all the water and sewer service for the project has been completed. He said the storm sewer work has also just been finished. LaVoy noted an unmarked electric utility line that only feeds City Hall was struck on Tuesday morning and repaired.

LaVoy said all the underground work for the Memorial Park Project is pretty much completed. He pointed out more than 50 percent of the grading has been completed.

LaVoy said one of the challenges of the whole Memorial Park Project has been the site itself. He said the site has a lot of debris in the soil from the old power plant that was located on the site years ago. LaVoy noted the topsoil has a lot of rocks and debris in it. He said there has been a lot of hand picking done to clean that up but there's been some good headway made on that. LaVoy said the gravel parking lot has been installed.

LaVoy reported all the tree locations have been dug down about six feet or so to get through the compacted materials to reach good soil. He said the holes will be backfilled with good soil for the trees.

LaVoy explained what's left to do on the site is finish the grade, complete the trails, finish the concrete work next to the restroom building and the street, as he calls it, that goes over the levy on the south end of First Street.

LaVoy said the goal for the project was to get everything completed so the seeding could be done by September 20<sup>th</sup>. He explained September 20<sup>th</sup> is MnDOT's guideline for when seeding needs to be done before it gets too late in the fall and there's freezing temperatures.

As far as the budget for the project is concerned, LaVoy said things are tracking along pretty decent. He noted the project is over budget on some items but is balancing out with other items. LaVoy said the budget for the project should remain good as long as a lot of topsoil doesn't have to be brought onto the site from elsewhere.

**SCHOENROCK/ANDERSON moved and it was unanimously carried to approve Pay Application No. 2 payable to Svoboda Excavating in the amount of \$168,790.30 for the Memorial Park Project.**

Mayor Walter thanked LaVoy for his update on the project.

### **WATER STORAGE TANK PROJECT PAY APPLICATION NO. 9**

SEH Engineer Maria Tiegs gave the Mayor and City Council an update on the Water Storage Tank Project.

Tiegs said it sounds like general contractor Magney Construction is looking at starting work again next week. She said Magney will proceed with pouring the foundation for the storage tank. Tiegs said initially she heard that things would be ready for the tank floor on September 1<sup>st</sup>. She noted she is still waiting to get confirmation on the delivery of the steel bottom tank floor.

Tiegs said Pay Application No. 9 is for some of the earth work associated with the foundation with the soil removal and for a change order that was completed a while ago. She said the total for Pay Application No. 9 is \$24,221.39.

Cushman asked what work was included in the Pay Application for \$24,000.

Tiegs said the earth work brings the total for the project to about 44 percent completion. She explained the other items within that \$24,000 is for Change Order No. 4 which is garage piping changes and Change Order No. 6 which was the rural water line support. Tiegs noted the rural water line support has been installed and the garage piping changes took place a while ago.

Cushman noted the transformer is still in question. He asked whether Magney Construction is behind the transformer or if that isn't their responsibility.

Tiegs said by default Magney Construction is involved with the transformer issue and have to be involved. She noted SEH had another meeting with Magney. Tiegs explained SEH is still standing by that they think it was a mistake within the submittal. She said SEH sent Magney another letter outlining that.

Tiegs said SEH contacted Magney on August 6<sup>th</sup> that they need a statement from Magney in writing in order to move forward with the issue. Tiegs explained SEH needs something back from Magney in writing to see if Magney accepts it or in order to take the issue to someone to talk about the matter more.

**GAY/SCHOENROCK moved and it was carried on a three to one (3 to 1) vote to approve Water Storage Tank Project Pay Application No. 9 in the amount of \$24,221.39 to Magney Construction.**

**Voting in favor of the motion were Aldermen Larry Anderson, Jeffrey Gay and Donnie Schoenrock.**

**Voting against the motion was Alderman Dave Cushman.**

### **WATER STORAGE TANK PROJECT CHANGE ORDER NO. 10**

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Tiegs said the amount for Water Storage Tank Project Change Order No. 10 is \$5,610.29.

Tiegs explained language for a computer allowance for the water plant was included in the bidding documents. However, she said the contractor did not account for one in the bid. Because of that, Tiegs said a change order was submitted for a computer in the amount of \$5,610.29.

Because of the number of change orders, Tiegs provided the Mayor and Council an overview of the change orders that have been approved and what costs are being looked at for the Water Storage Tank Project so far. She provided a list of the change orders and the budget totals for the project at this point.

Tiegs also pointed out potential further changes to the contract amount. She said one of those would include the filter pumps. She noted in the filter room, it's the filter pumps. Tiegs said those filter pumps don't necessarily have to be replaced for this project to operate. However, Tiegs said it's something that should be done for maintenance further down the road. She said that it doesn't have to be done with this project.

Tiegs also noted another potential change order could include replacing the filter meter. She said the meter is old and hasn't been calibrated in a long time, if ever. Tiegs said it would be good to replace that meter especially with the two other new meters. She explained the old meter could be off quite a bit making the sum of the other two meters in the pump room not equal to each other.

Tiegs said there is a potential for a deduct for removing the hand railing in the pump room.

Under Change Order No. 8, Tiegs explained details of the change order that was done as time and materials. Tiegs said under Change Order No. 3, there is a deduction for a temporary connection that was listed but wasn't utilized.

Under the unit price listed on the sheet, Tiegs noted there's additional cost that was associated with Change Order No. 2 where a pipe was upsized from a six inch to an eight inch pipe. She said the fittings weren't necessarily included in Change Order No. 2 because they were already included in the unit price so they just increased the quantity based off the pounds of the new fittings. Tiegs said that's why there's an addition, but there's also some deducts such as sheeting for installing piping next to the existing ground storage reservoir.

Since there have been a series of change orders, Tiegs said she wanted to provide the information to the Mayor and City Council so the Council knows what's being looked at moving forward.

Tiegs pointed out the total costs for the project with the filter pump and without the filter pump. She noted the filter pump truly does not need to be done for this project to happen, but in a few years it should be replaced.

Oxborough noted they are going to skip the installation of the filter pump for now.

**CUSHMAN/SCHOENROCK moved and it was unanimously carried to approve Water Storage Tank Project Change Order No. 10 in the amount of \$5,610.29.**

### **SOUTH HIGHWAY PROJECT PAY APPLICATION NO. 3**

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Engineer Greg Mitchell of Bolton and Menk gave an update on the South Highway Reconstruction Project.

Mitchell explained it's about a \$2.3 million project overall. He said the project is about 30 percent completed. Mitchell said the contractor has earned just under \$700,000 so far.

Mitchell said the first part of the project is mostly utility work. He noted there has been some grading that's been done but most of it is City related. Mitchell said the County portion of the project will take place towards the end of the project once all of the utilities are installed. He said the County will then continue with the grading work.

By the end of the week (August 9<sup>th</sup>), Mitchell said it's hoped that all the utilities will be done up to Barnel Road. He said the grading contractor will then come in and start grading from River Street up to Barnel Road. Mitchell said some progress will then start to be seen. He said right now there's just been a lot of utility and underground work that's been done. Mitchell said it probably doesn't look like much has been happening there but they are getting some things done. He said it will start looking like more is getting done once the grading work is taken care of.

Mitchell said once they are done up to Barnel Road, that's the end of Phase Two and they will move forward into Phase Three. He said Phase Three is from Barnel Road to First Avenue and will include utility and grading work before moving onto Phase Four. Mitchell explained Phase Four of the project is from First Avenue to Third Avenue. He said once that's done, utility work will be completed and then the contractor can finish the street grade and finish putting things together.

Cushman asked if the project is on schedule.

Timewise, Mitchell said the project is behind schedule. He said it was hoped to have utility work done by the end of July or first part of August. Mitchell said right now it's probably looking more like it will be the first part of September when utility work is completed. He said going up the hill was obviously a challenge just because of maintaining traffic, the hill itself and the utilities were a little bit deeper going up the hill. Mitchell said once the work gets beyond that, the utilities will be in shallower ground. He noted the pipe sizes, such as storm sewer, will get smaller which is easier to work with.

Other than that, Cushman asked if there have been any other major problems or concerns that have been seen.

Mitchell said they have not.

**SCHOENROCK/ANDERSON moved and it was unanimously carried to approve South Highway Project Pay Application No. 3 in the amount of \$128,444.38 payable to GM Contracting.**

## **EDA COORDINATOR'S REPORT**

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Community and Business Development Specialist Tom Nelson of Community and Economic Development Associates (CEDA) updated the Council on specific projects the Economic Development Office has been working on.

Regarding the JEDC, Nelson said the focus has been on the industrial portion during the past couple of months. He said there have been a number of different meetings with City Staff and the City Engineer looking at the Industrial Park specifically at current infrastructure as well as potential future infrastructure such as water and land around the Industrial Park.

On the industrial side, Nelson said the Economic Development Office is continuing to promote and market and attempting to find a tenant or buyer for the spec building the JEDC built in 2018.

On the commercial side, Nelson said the JEDC has been primarily working with the same leads and focusing on future commercial development.

Nelson said with the completion of the housing study, the EDA has been reviewing the 27 different recommendations outlined in the study. He said a meeting will be held on August 7<sup>th</sup> with the new CEO of the Southwest Minnesota Housing Partnership after the retirement and unfortunate death of the former CEO.

Nelson said no lots have been sold in the Sunset View Addition this year. He pointed out one contractor has been going through the financing process to do a spec home in the new subdivision.

Nelson reported the property at 126 Jackson Street has been requested to be transferred to the EDA's control. He noted the request has been discussed by the entire EDA. Nelson explained the intent for the property would be to have the EDA potentially partner with Habitat for Humanity to build some homes in that area as well as try to clean up an area of town that currently has a good amount of blight.

Nelson explained after going through the first year of the Facade Upgrade Program, the Jackson Business Development Committee will be reviewing the Program at their upcoming meetings to see what went well and what did not in order to gear up for promoting the Program for the coming year.



Nelson said the Economic Development Office has also been working with a number of small businesses with either expansion plans or potentially starting a new business.

Nelson reported he and City Administrator Matt Skaret attended the Coalition of Greater Minnesota Cities Summer Conference in Bemidji a couple of weeks ago. He explained the Jackson EDA and JEDC are members of the Greater Minnesota Partnership which is the sister organization of the Coalition. Nelson noted the entire conference was primarily focused on economic development. He said there was a lot of emphasis at the conference on housing and child care issues in Minnesota. Nelson said the State's building code was a new item that was brought up at the conference and questioning whether or not it needs to be re-looked at. He said right now the building code has been identified as a big cost-driver for housing in Minnesota as a whole and also localized in rural Minnesota.

Nelson said the City of Bemidji also explained some of the different things they are doing for economic development including establishing signature amenities, creating and retaining the workforce and entrepreneurial support. He noted Jackson has also been working on similar community development programs in order to attract and retain employees in the community.

Nelson noted he also had the opportunity to travel with City Administrator Matt Skaret and Chamber Director Sharon Henning to Knoxville, Iowa regarding the Nationals.

Nelson asked if there were any questions.

Oxborough asked if Jackson would be getting a laundromat.

Nelson said he is continually working on that. He explained he has worked with two different people regarding opening a laundromat. Nelson said one person's attempt at a laundromat fell through because of financing. He said the second person decided to focus on a couple different projects but might revisit trying to start a laundromat in Jackson at a later date.

Skaret pointed out another item stressed at the Coalition of Greater Minnesota Cities Summer Conference is that Greater Minnesota needs to continue to make their voice heard at the Legislature. He said it was noted that there was a change in the Minnesota House Majority this year with the DFL Party taking control. Skaret said it was noted the DFL Party members are much more metro-centered.

Skaret said some pretty astounding statistics were presented at the Conference in Bemidji regarding the metro make-up verses rural, greater Minnesota make-up. He said with the census coming up in 2020 and redistricting, Minnesota is one of those states that might be losing a Congressional District. With the existing demographics of the State, Skaret said just keeping the State Legislative and Congressional seats this area currently has will become more of a challenge. He said the metro area is only going to gain clout and if the rural area loses a Congressional seat it will only be certainly at the expense of Greater Minnesota. Skaret said it will be important for Greater Minnesota to make their voice heard.

Nelson said one other item he wanted to mention was that the rental housing list in Jackson has been updated on the City of Jackson's website. He said it can be found under the government section. Nelson explained the updated list has a number of items of information the previous list did not have. He said the expanded list has a lot more helpful data such as addresses, whether utilities were included in the rent and whether different kinds of rental housing programs are available. Also on the City's website, Nelson pointed out there's an interactive map so people can actually see where the rental properties are located in reference to the different areas of town. He said it was a really big effort to update the list and provide expanded information. Nelson noted Administrative Assistant Trish Porter was a big help in completing that project. He said the project has been completed and the goal will be to update the list annually or as needed.

Nelson reported he's also been working to try and add a function to the City's website that allows for ADA accessibility to provide a voice function for text readers along with other features.

Mayor Walter thanked Nelson for his report and all the things he's been doing for the City. He said Nelson has been doing a great job and it's appreciated.

## **DOWNTOWN LIGHT POLE BANNER PROGRAM**

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Skaret said Chamber Director Sharon Henning had spoken to him last week about getting new banners for the downtown street lights and along Ashley Street.

Skaret said there are both winter and summer banners at this time. He said Henning is planning to continue the banner program. Skaret explained the banners are owned by the City of Jackson. He said Henning goes out and sells business sponsorships to basically reimburse the City so the City's net cost is nothing.

Skaret noted the current banners are five years old. He said the warranty expired after three years. Skaret said Henning's recommendation is to purchase new banners. He said she's looking at banners with a racing theme.

Skaret said authorization is being requested from the City Council to allow Henning to purchase the banners and allow her to solicit business sponsorships.

Alderman Anderson asked how much the banners would cost.

Skaret estimated the overall cost for the banners is about \$1,600 (updated figure is \$2,423.40). He said the businesses will sponsor the banners so the City's net cost will be zero. Skaret said Henning has been pretty successful in getting businesses sponsorships.

Cushman suggested what if the City paid for the banners and have a neutral banner that promotes the community and not just a specific business. Cushman said maybe a business owner can't afford a sponsorship on a banner but they are part of the community.

Schoenrock said he agreed with Cushman. He noted it also takes time from Henning's ability to do other things if she has to go and knock on doors and raise the money to pay for the banners. Schoenrock pointed out the City of Knoxville pays for all their banners in the community and they have a number of banners for every season.

Alderman Anderson asked how many banners are needed.

Skaret estimated there are 72 banners total (update is 58 banners), 36 banners (updated 29) for the summer and 36 (updated 29) for the winter. He explained Henning would be seeking 36 (updated 29) sponsorships.

Alderman Anderson said it's not a large expenditure. He said he really thinks the banners are something that dresses up the town and thinks the City needs them whether the City pays for them or Henning goes out and sells sponsorships.

Alderman Anderson noted as a member of the Lodging Committee, Henning does a ton of work and is very busy. He said he would be in favor of the City paying for the banners and thus giving Henning one less thing to worry about selling sponsorships.

**SCHOENROCK/ANDERSON moved and it was unanimously carried for the City of Jackson to purchase the banners for the Downtown Banner Program with no business sponsorships.**

**RESOLUTION ACCEPTING THE DONATION OF BICYCLES FOR THE BIKE SHARE PROGRAM FROM THE FRIENDS OF THE JACKSON COUNTY TRAILS COMMITTEE FOR BIKE SHARE**

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Skaret noted there was extensive discussion regarding the Bike Share Program at the last two City Council meetings.

Skaret said at the July 16<sup>th</sup> meeting, the direction of the Council was to move forward with the Bike Share Program with the City owning the bikes and to have an agreement, not only pertaining to the waiver for riders, but also a maintenance agreement with the Trails Committee.

Skaret explained the first step in the process by law in order to accept the bikes as a donation from the Trails Committee is for the City Council to approve a resolution. He noted the resolution before the City Council for consideration would do that.

Skaret said regarding the maintenance agreement and the waiver, those agreements are still being worked on. He said at this point the Council can accept the bikes as a donation.

**SCHOENROCK/GAY moved and it was unanimously carried to approve Resolution No. 30-0819 accepting the donation of bicycles for the Bike Share Program from the Friends of the Jackson County Trails Committee for Bike Share.**

## **STREET COMMITTEE MEETING RECAP**

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Skaret noted the Street Committee met prior to the City Council meeting. He said a few months ago the Street Committee looked at doing a street project for 2020.

Skaret explained the City has some debt coming off the books in 2021 which makes 2020 an ideal year to do a street project. He said at the last Street Committee meeting, an assignment was given to Engineer Greg Mitchell of Bolton and Menk to put together some cost estimates on a couple different options.

Skaret said Option A was to do street and utilities reconstruction on North Highway from Logan Avenue to Sayles Avenue. He said that estimated cost came in at just over \$2.3 million.

Skaret explained Option B would be redoing all of South Street from Bailey Street all the way down to Dewey Street. He said that cost estimate came in at just over \$2.9 million.

Skaret said the City's Financial Consultant Shannon Sweeney took a look at those estimates and put together information on what kind of effect those projects would have on property taxes, water and sewer rates. He said Sweeney figured out what effect the projects would have based on a 20 year bond at an interest rate of about 3.5 percent. Skaret said that interest rate is high based on today's numbers but it's unknown what interest rates will be next year and they would rather err on the side of caution.

Under Option A, Skaret said the potential property tax increase would be right around 4 percent. He said the water rates would need to go up approximately 3 percent and there probably would be no increase in the sewer rates although they would need to be monitored.

Under Option B, Skaret said property taxes would increase roughly 6.6 percent. He noted the water rates would be going up about 3.9 percent and the sewer rates would probably remain flat although those rates would need to be monitored.

Skaret said the projects come down to how the City is going to pay for it. He said property taxes are always a sensitive issue. Skaret said we don't want to raise the property taxes any more, but the City has its hands tied as well as many other cities on how do they pay for streets.

Basically, Skaret said what the Street Committee looked at is using about \$300,000 that could come from the City's reserves. He noted it's a bit premature, but there might also be some other potential financing available that might help fill the financing gap and provide some up-front cash on financing the projects.

Skaret said the cost estimates provided by Mitchell will be reviewed and studied further by the Finance Committee.

Schoenrock said the Street Committee also discussed an Option C of reconstructing the portion of North Highway from Sayles Drive to just past the hospital in order to fix water main issues brought up by Water/Wastewater Superintendent Tony Oxborough. He noted that area is plagued by water main breaks all the time. Schoenrock said the cost for that is estimated at just over \$600,000. He said that project could be combined with the reconstruction of South Street. He said the Street Committee talked about that as a possibility. Schoenrock noted they discussed combining a couple of projects to maybe get a better price break from a contractor who would then be here for a longer period of time. He said the Street Committee doesn't want to see property taxes go up. Schoenrock said that was a priority along with not increasing utility rates. He said the information submitted to the Street Committee was forwarded to the Finance Committee to look at options to finance the projects so there's no real impact to residents.

Skaret pointed out the Street Committee also looked at combining the projects into one big project which would cost an estimated \$5.5 million. He explained then you run into problems with the City's bonding capacity and will be looking at a one year or two year project. Skaret said those are some of the things to look at logistically. He said the Street Committee also talked about some other potential outside financing streams but nothing at this point that can be talked about with any clarity.

Schoenrock said he personally feels good about the information that's been presented with good options, good cost estimates and a good direction to go in. He said it's now a matter of determining how the projects will be financed without raising property taxes and other things.

### **NATIONAL LEAGUE OF CITIES SERVICE LINE INSURANCE PROGRAM**

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Skaret said he was approached by the National League of Cities Service Line Insurance Program about coming into the City of Jackson and offering their insurance service.

Skaret said it's basically an insurance program that residents can buy. He explained the program provides insurance to residents for water and sewer service line repairs of up to \$8,500 per occurrence with no deductible or lifetime limits. Skaret said this company is endorsed by the National League of Cities.

Skaret explained what this company would do with the City's blessing is offer an insurance program to residents. He noted there are a variety of different insurance programs on the market.

Skaret said the National League of Cities Service Line Insurance Program would do all the marketing and the administration of the program. He said the insurance program would be under the blessing of the City of Jackson. He said the City's residents are in no way, shape, matter or form obligated to buy this insurance. Skaret said it's just an option.

Skaret said the monthly premiums are anywhere from \$6.95 per month for water, \$7.75 for sewer and \$9.99 for in-home insurance coverage. He noted the administration of the program would be done by Utilities Service Partners which is a company that the National League of Cities contracts with to administer the program.

Skaret explained if the City gave their blessing to the program; the City would receive a royalty at about 50 cents per month, per policy. He said typically in a community there's about 8 to 10 percent of residents who participate in the program. Skaret said the maximum claim on the water and sewer is \$8,500 per occurrence. He said there's no lifetime limit or deductible.

Skaret reiterated that the insurance program is optional. He said the National League of Cities Service Line Insurance Program currently does business in 30 different cities in Minnesota. Skaret noted the program won't do business in a community without the City's consent.

Skaret said the Utilities Commission had extensive discussion about it at their last meeting and recommended the City Council approve offering the insurance in Jackson.

City Attorney Anderson said he really doesn't understand why the City has to grant the company a license to do this. He explained part of the agreement says that the City is granting to this company the right to use the City's name, logo and other branding on letters, bills and marketing materials. He asked if something unfortunate occurs, will the City get drug into a dispute. Attorney Anderson noted that the program is approved by the National League of Cities and that means a lot. He said he looked at the list of Minnesota cities that the company services and there are very large cities in the metro area that the company serves. Attorney Anderson said he also noticed that the company services big clients mostly in the South in addition to cities in Ohio and Maryland. He pointed out the City of Jackson is one of the cities in the frost and freeze belt. Attorney Anderson noted if there's going to be problems with utility lines; it's more likely to occur in this part of the country compared to southern regions.

Attorney Anderson said he doesn't know why the City of Jackson has to grant them a license and make it look like the City is promoting or having some kind of financial gain from it or that it should make the City appear responsible to the insurance company's customers if the company doesn't fulfill its obligations to them. He said whenever there's a company comes in from out-of-state wanting to do this it's always a big challenge if you have problems down the road. Attorney Anderson said he was just weighing the revenue the City might receive compared to the risks. He said he's never seen another insurance company that wants to come into Jackson and get the City Council's blessing to sell coverage.



Cushman said it's almost like the City is endorsing the insurance coverage from the National League of Cities Service Line Program.

Schoenrock said he doesn't want residents to get mailers in the mail once or twice a week with the City of Jackson's logo on it and having people think that the City is trying to talk them into getting some insurance.

Alderman Anderson pointed out depending on the insurance company; a person's homeowners insurance will cover some water line breaks and similar things. He said it's not like the National League of Cities Service Line Program is the only way to go.

Cushman said it doesn't appear that this an action item on the Council's agenda.

Skaret said the City Council doesn't have to take action on it. He said if the Council doesn't want to do it that's fine.

Schoenrock suggested if a representative of the National League of Cities Service Line Program wants to attend and give a presentation to the City Council that would be fine. He said that would allow the Council to ask questions in an open forum.

## **KNOXVILLE, IOWA VISIT UPDATE**

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Skaret said he, Tom Nelson and Chamber Director Sharon Henning met Alderman Schoenrock and Jackson Motorplex General Manager Doug Johnson in Knoxville on Monday, August 6<sup>th</sup>. He said they met with Knoxville's City Administrator and Chamber Director and also visited the race track. Skaret said the race track is a very impressive facility as Knoxville was preparing for the start of their Nationals.

Skaret said one of the big themes Knoxville officials pointed out was catering to campers. He noted Knoxville officials are seeing a lot more people camping during the Nationals.

Skaret explained Knoxville's situation is different than Jackson's. He noted Jackson's race track is privately owned while the race track in Knoxville is owned by the County and operated by the County Fair Board. Skaret said the Fair Board is in charge of the event and does the promoting of the Knoxville Nationals.

Skaret said the Knoxville Chamber also does some promoting as well such as hosting a parade on Saturday. He said the Chamber encourages and really works to get the businesses and different organizations involved with the Knoxville Nationals. Skaret said he thinks that's key that the local businesses and organizations get involved in the event.

Skaret explained the City of Knoxville's involvement includes having extra law enforcement for the Nationals. He pointed out Knoxville doesn't have as much parking around the race track as the Jackson Motorplex does. Skaret said there are a lot of people who rent out their front yards for parking during the event. He said there are also a lot of people who camp in front and back yards. Skaret said the City of Knoxville's ordinances do allow for parking and camping on front and backyards for the two week period of the Nationals. He said the City doesn't allow parking or camping on front or back yards during the rest of the year.

Skaret said Jackson has some things we can capitalize on that Knoxville doesn't necessarily have. He said Jackson has a lot more draw from people that come to the races from out of town than Knoxville does. Skaret said Jackson has a lot more people who come to Jackson every day to work than Knoxville does. He said Knoxville officials said their net inflow/outflow is basically zero. Skaret said they have as many people leave town to go to work as come in.

Skaret said the City of Knoxville has racing banners up throughout the community. He said they actually have a number of different banners that they switch out all throughout the year.

Gay asked about transportation.

Skaret said transportation is a big thing. He said a transit company provides transportation in Knoxville.

Schoenrock said the Knoxville Chamber handles selling wristbands to ride their transit service for the day or for the entire event for unlimited rides. He noted their transit service provided approximately 3,300 rides last year. Schoenrock said 2018 was the first year that transit services were provided by a third party company and they expect the usage to increase a lot this year.

Schoenrock noted the City of Knoxville's ordinance that allows as many campers or vehicles to be parked in a residence's yard for the 10 to 12 days of the Knoxville Nationals only. He said the Knoxville City Manager pointed out camping or parking vehicles on yards is strictly prohibited during the rest of the year and violators are ticketed. Schoenrock said the City of Knoxville allows for camping and parking on yards during the Knoxville Nationals to help the event grow.

Schoenrock pointed out the demand for camping spots during this year's Jackson Nationals. He said the campground in Jackson and camping spaces at the fairgrounds and Motorplex were completely full. Schoenrock said there were hundreds of people who wanted to camp in Jackson who were turned away since everything was full. He said he saw signs in residential yards in Knoxville offering camping spots for \$25 a night with no water or electricity.

Schoenrock said next year's Jackson Nationals will be a four day event. He said if there are 200 campers being turned away that could be parked someplace in the City of Jackson, the City is really missing out on revenue that could be in town. Schoenrock said people camping in Jackson could be patronizing the local businesses and doing things in town.

Schoenrock said the other thing is working with law enforcement to make sure that law enforcement is enforcing the priorities such as DUI's and things like that. He said it was good that Chamber Director Sharon Henning could meet with Knoxville's Chamber Director to gather ideas for events and working with businesses. Schoenrock said another benefit of the trip was being able to establish contacts with Knoxville officials so they can contact them with any further questions or to bounce ideas off of them.

Mayor Walter asked if Knoxville allows camping on the streets or just on the yards.

Schoenrock said camping is not allowed on the streets, just on yards or lots.

Nelson said other aspects that were mentioned during their meeting in Knoxville are providing more things for people to do in the community. Nelson said the Motorplex is actually closer to Jackson's downtown area than the racetrack in Knoxville is located to their downtown.

Nelson said it was interesting to see the similarities between Jackson and Knoxville. He said not all the businesses in Knoxville participate in the activities of their Nationals but the businesses that do are taking advantage of the extra people that are in Knoxville. Nelson said it's really important in the coming years to focus on getting the people attending the Jackson Nationals to connect with the rest of the Jackson community and get them used to coming downtown and making it part of the week's events. He said it's important to incorporate the rest of the community and businesses as part of the Jackson Nationals as the Nationals continue to grow. He noted one particular business in Knoxville that's always full with people because it's become a tradition for people to patronize.

Gay recalled when he first moved to Jackson in 1981, the whole downtown was decorated and there were activities taking place during the Nationals. He said over the years that seemed to kind of fade away. Gay said trying to get people fired up again is going to be monumental but it's something we need to do.

Mayor Walter said it sounded like the group had a very informative day during their visit to Knoxville.

Schoenrock said establishing contacts with Knoxville officials was beneficial.

## **Other:**

### **Water/Wastewater Superintendent Tony Oxborough**

Oxborough said there is actually something that we wanted to talk about. He noted it must not have made the agenda.

Mayor Walter said it was pulled from the agenda.

Oxborough asked if it was going to be talked about at another date.

Mayor Walter said he asked for unscheduled guests already Tony.

Oxborough said he wasn't here on time.

Mayor Walter said there were several other people in the room that didn't stand up to talk about it.

Oxborough said OK. He said he's sorry he missed that.

Mayor Walter said he was too. He said so I guess at this time it would have to go to another meeting. Mayor Walter said I think it's been all handled already, more than once.

Oxborough said OK.

Mayor Walter said OK.

Mayor Walter asked for a motion to adjourn the meeting.

## **ADJOURNMENT**

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**With no further business, SCHOENROCK/GAY moved and it was unanimously carried to adjourn the meeting at 7:41 p.m.**

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**David A. Maschoff, Council Secretary**

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**Wayne Walter, Mayor**

