

Jackson, Minnesota  
December 17, 2019

The Jackson City Council met in regular session in the Council Chambers of City Hall at 6:30 p.m. on Tuesday, December 17, 2019 with the meeting called to order by Mayor Wayne Walter. On the roll call, the following persons were present, Mayor Wayne Walter, Aldermen Matt Madden, Larry Anderson, Brandon Finck, Jeffrey Gay, Donnie Schoenrock and Dave Cushman, City Administrator Matt Skaret, City Attorney Brad Anderson, Street Superintendent Phil Markman, Engineer Eric Hanson of HDR, Engineer Maria McCarty of SEH, Engineer Greg Mitchell of Bolton and Menk, Jackson Assistant Fire Chief Dave Bond, Luke Ewald of Des Moines Valley Health and Human Services, Jackson County Sheriff Shawn Haken, Janice Lepinski of PAWS, Mark Saker, Denny Earhart, Paul Hargus, Dave DeJong, Rose Riley, John and Alisha Weland, Pastor Eunice Woodberry from Salem Lutheran Church in Jackson, City Clerk/Council Secretary Dave Maschoff, Justin Lessman of the Jackson County Pilot and Dave Schmidt of KKOJ/KUXX Radio. (A quorum of the City Council was present.)

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

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

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

#### **CONSENT AGENDA**

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

#### **Unscheduled Guests:**

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

**There were no unscheduled guests at the meeting.**

Seeing none, Mayor Walter said the Council would proceed to the Council Discussion Items on the agenda.

## **RECYCLE BEYOND THE BAG DROP-OFF POINT REQUEST – JENNA SCHWARTZ**

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Jenna Schwartz introduced herself to Mayor Walter and the City Councilmembers. She explained this fall she founded a community organization known as Zero Waste Jackson County. Schwartz said the group's mission is to simply create less waste in the next 365 days than we did in the last 365 days.

As a part of that, Schwartz explained they found a program through a company known as NexTrex. She said NexTrex collects plastic household film, bags and wrap.

Schwartz said if 500 pounds of plastic bags can be collected in a six-month period starting January 1<sup>st</sup>, NexTrex will gift the City of Jackson a bench that can be placed somewhere in the community.

Schwartz said she was requesting if City Hall could serve as a drop off point to collect plastic bags. She explained that NexTrex will provide a cardboard collection bin to be located inside City Hall. Schwartz noted there are six locations in Jackson County including the Heron Lake City Hall, Okabena City Hall and Land Management Office in Lakefield. She said people will also be able to drop off plastic bags at the regular Zero Waste Jackson County meetings.

Cushman asked Schwartz if there are other collection sites and why City Hall was chosen as a site.

Schwartz explained she wanted a collection site that was accessible, but not open 24 hours as a drop off. She said the Heron Lake and Okabena City Halls are collection sites along with the Land Management Office in Lakefield so the collection sites are spread out around Jackson County. Schwartz said she plans to send out letters to businesses and expand the number of collection locations.

Skaret said a motion was needed to authorize locating a collection container at City Hall if the Council was in agreement to that.

**GAY/ANDERSON moved and it was unanimously carried to allow the Zero Waste Jackson County plastic bag drop-off container to be placed inside City Hall.**

Cushman said he thought the collection of plastic bags was a great cause. He said if it doesn't work out to have City Hall as a drop-off site, another location will be found.

Schwartz thanked Mayor Walter and the City Council.

## **FIRE RELIEF ASSOCIATION ANNUAL PENSION AMOUNT**

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Mark Saker of the Jackson Fire Department explained Fire Department members voted at their last meeting to raise their retirement from \$2,200 to \$2,400. He said it's been two years since they've raised it. Saker said last time the Fire Department had around \$190,000 in unallocated funds and it was felt the retirement could easily be raised to \$2,400.

Cushman asked Saker if these funds were already accrued and are not taxpayer dollars. He also asked if these are funds the Fire Department already has.

Saker said that was correct. He said two percent of the funds comes from the State through insurance.

**SCHOENROCK/FINCK moved and it was unanimously carried to approve the Fire Relief Association Annual Pension amount from \$2,200 to \$2,400 effective on January 1, 2020.**

Saker thanked Mayor Walter and the City Council.

## **JANICE LEPINSKI WITH PAWS REGARDING FUNDING REQUEST**

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Janice Lepinski began by recapping what had previously been discussed regarding PAWS' funding request at the December 3<sup>rd</sup> City Council meeting.

Lepinski read from a prepared statement, quote, *"For the benefit of those who were unable to attend the last Council meeting, I will recap. PAWS is greatly appreciative of the monetary help of \$2,000 we have received the past few years from the City. This is the equivalent of just 13 cats; a drop in the bucket in a City this size. From the very start, we rescued more cats from the City of Jackson than has been paid. This year it is very nearly double, and the year isn't over. These facts reflect both an increase in rescues, and the drastic increase in veterinary expenses over the past few years. We respectfully request that the amount be raised to match the actual current expenditures that PAWS spends to get cats and kittens spayed and neutered and updated on shots. A cap of \$4,000 would cover what we are doing as of 2019.*

*Please note, the current \$150 per animal only covers the basics of fixing and vaccinating, while other funds must be raised to cover the cost of food, supplies, water, electricity, and other necessary medical expenses.*

*It was questioned at the previous meeting whether other people in the community shared my passion for caring for the cats and dogs of the community; I assume this was questioned since I am the only one who generally is able to make it to Council meetings. In the interest of showing that many others in this community DO share my wish to care for the animals to the extent we are able, I posted an online petition asking anyone who supported that the funding increase request be approved by this Council to sign the petition. As of last count in two weeks, there were over 800 signatures, largely local. I printed four pages worth of comments from local folks; here is a copy of those comments. (Lepinski presented the four pages of comments and petition to Mayor Walter) I also know of at least three others who have written to the Council directly making this same request. I am not alone in my wish to help the defenseless creatures in our City.*

*As you will recall, You contacted ME to do this job after Dr. Fell retired, as you couldn't find anyone else willing. This is a SERVICE PAWS provides to the City. If the City is unwilling to cover the cost of this service, we will continue rescuing as many as we are able, but we will have to turn away more than we are already having to, due to lack of funds, volunteers and space. Please, I respectfully request that you increase funding to help meet the needs.” unquote.*

Gay asked Lepinski if PAWS has ever considered using the services offered by Minnesota SNAP (Spay Neuter Assistance Program).

Lepinski said she has been trying to get Minnesota SNAP to come to Jackson. She said this is the first time in ten years she has been successfully able to reserve a date for Minnesota SNAP to come to Jackson in March and April. Lepinski said Minnesota SNAP will be able to spay or neuter ten kittens PAWS currently has. She noted that doesn't count the cats that will be coming up to be spayed or neutered in the next three months.

Gay said he spoke with a volunteer from SNAP. He explained getting the mobile operating room to Jackson is at no cost, but SNAP wants at least 40 cats identified to be spayed or neutered at that time. Gay said the cost for cats is \$50 for a male and \$60 for a female. He said that includes rabies vaccination and if the cat is feral and to be returned to the wild, they will mark that the cat has been spayed or neutered by clipping one ear.

Gay said for the mobile surgery vehicle, SNAP requires someplace to park with the availability of water and an industrial type electrical connection/plug-in. He explained there can be no fee for this as SNAP is a not-for-profit organization and does not have the resources to pay for that.

Lepinski noted PAWS doesn't have a shelter or facilities for SNAP to set-up to operate.

Alisha Weland said it would be really nice if the City had an animal shelter. She said she knows there are a lot of people that would support a shelter.

Denny Earhart said he applauds what PAWS is doing, but do they think it's fair to the taxpayers for the City to allocate another two thousand dollars to PAWS. He said he sees it as perpetuating the problem as opposed to helping cure the problem.

Lepinski asked Earhart how it's perpetuating the problem.

Earhart said it's the irresponsible pet owner that's causing the problem.

Lepinski said she agreed with Earhart.

Earhart noted the animals are not exterminated. He said PAWS has a no-kill policy. Earhart pointed out in the past when Dr. Fell housed stray animals, after five or ten days if no one claimed them, the animal was euthanized. Earhart asked Lepinski why PAWS doesn't euthanize animals if they are not claimed.

Lepinski said PAWS doesn't euthanize animals because it's immoral. She said that's against everything PAWS stands for and have for over the past ten years.

Earhart said his opinion to the City Council as a taxpayer is that he doesn't want the City paying even more money to perpetuate a continual problem.

Lepinski commented in order to get rid of that problem, we need TNR (Trap, Neuter, Release).

Gay said the problem with stray and feral cats is a problem every community has. He said since the November 19<sup>th</sup> City Council meeting when the request from PAWS for additional funding was first presented, he's been researching the situation. Gay said the problem can be stemmed with TNR.

Gay said there's a great model in how to handle stray and feral animals in Estherville. He said the Emmet County Animal Shelter uses donations and grants to fund their efforts.

Gay said he would like to see the committee that was formed earlier to discuss the problem of stray and feral animals get back together for 30 days to develop a plan of what can be done. He said a cost-effective plan could be developed. Gay said it could even spawn a new business that could be part of the community as a business partner and could become self-sustainable as well as work with students at school or volunteers and so forth.

Gay said he would serve as the City Council's representative on such a committee. He said he thinks having a committee discuss the problem would be a great way to go. Gay said funding for a County-wide shelter for all kinds of animals might be possible if the County and other communities in Jackson County provide funds.

Paul Hargus said he agrees with Earhart. He said at what point do we draw the line on how much is going to be spent for stray cats. Hargus noted Jackson is a City of just over 3,000 people. He asked how many dollars per citizen are we going to put towards the cat problem?

Gay said as the person at the animal shelter in Estherville noted, we are a river community and all animals generally follow the river, so regardless of what we do, we're always going to have somewhat of a problem with dogs, cats and other critters as far as that goes.

Before going to much further, Gay suggested sitting down to see if a viable plan can be developed by a committee that will be fair for everybody.

John Weland asked City Attorney Anderson if a person spends money on a stray cat they've captured, does that mean the person now becomes the owner of the animal since they spent money on it?

Attorney Anderson said he doesn't know anything in case law that would substantiate that. He said the City Code says if you own a cat, you have to keep it under control.

Weland said that's what he's looking for is what is the legal definition of ownership. Weland said spending your own money on a stray cat is not ownership.

City Attorney Anderson responded not that he's aware of. He said he hasn't seen any case law that would say that.

Weland said he wanted that clear on the record so if they did start trapping, neutering and releasing it's not going to come back saying they now own the animal.

Schoenrock commented that there needs to be a plan in place before additional funds are allocated to PAWS. He said a significant plan has to be in place in order to allocate \$4,000 instead of \$2,000 to justify it to the taxpayers.

Gay said we need to have committee to meet and develop a plan of what's going to be done and present it to the City Council and the community. He said a plan could be presented saying this is what's going to be done. Gay noted the plan may not solve the problem, but it's going to make the problem better.

Lepinski said to Gay basically you're saying put the issue on the ballot.

Gay said no.

Lepinski asked how are you going to present a plan to the community and the City?

Gay said the plan could be presented to the community through the newspaper, radio, mailers and marketing along with flyers. He said ways to inform the community could be discussed at the committee meetings.

Schoenrock said it would be easier for the City Council to make a decision regarding funding if a plan was in place so the Council could justify spending the tax dollars.

Gay said a meeting date can be set for a committee meeting. He said a goal could be to develop a plan to present to the City Council in 30 days.

Hargus asked if a plan could include goals so the situation regarding stray cats shows improvement.

Gay said that will be the goal of a plan. He invited those on both sides of the issue to attend the committee meetings and all work together.

Finck noted there is already \$2,000 for PAWS in the 2020 City budget beginning January 1<sup>st</sup>. He said for any approval of additional dollars above and beyond the \$2,000, the committee will first need to meet and develop a plan.

Lepinski noted that PAWS doesn't receive direct funding of \$2,000 from the City. She explained PAWS is reimbursed for spaying and neutering up to a total of \$2,000 for the year.

Alderman Anderson asked Lepinski how much PAWS has been paid by the City in 2019.

Lepinski said they have been paid \$2,000 in 2019 as of a couple of weeks ago, but they have spent almost \$4,000.

**SCHOENROCK/ANDERSON moved and it was unanimously carried to table and refer PAWS' request for additional funding to a committee to be appointed by Mayor Walter.**

Mayor Walter said Alderman Jeffrey Gay would be the committee chairman and that's the person to contact with both negative and positive comments. He said he would like to see both sides of the issue represented at the committee meetings.

## **AIRPORT RUNWAY RECONSTRUCTION/RE-ALIGNMENT PROJECT UPDATE – ERIC HANSON OF HDR**

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Engineer Eric Hanson of HDR updated on the City Council on the Jackson Municipal Airport Runway Reconstruction/Re-alignment project.

Hanson distributed copies of proposed runway realignment plans to Mayor Walter and the Council. He reviewed the plans with the Council outlining the current runway alignment and the proposed new parallel runway that will be located 240 feet to the northeast of the present runway.

Hanson said once the new parallel runway is installed, then the current runway will become a taxiway. Hanson detailed aspects of the preferred new runway alignment and runway protection zones. He said the new runway will be 4,100 feet of pavement with 3,600 feet of usable runway in each direction. To do that, Hanson said some property will need to be purchased from the adjoining landowners on the east side of the runway and an easement from the neighboring property owner to the north regarding clearing some trees in the corner of that landowner's property. He explained the land purchased to the east of the new runway could actually then be leased back to the property owner to farm as they do now. Hanson said everyone would be paid fair market value for their property and there could be some negotiations. He said details of the easement still have to be worked out.

Where we're at now, Hanson said the planning effort known as the Focused Master Plan is underway along with concurrently doing the environmental assessment of the work that's going to be completed. He said they are working to get the environmental assessment done this spring so then we could possibly move forward with the land acquisition and get a 2020 grant to obtain the easement and purchase the property that would be needed.



Hanson noted the changes in the plan that was presented earlier includes the easement needed for less than an acre to the north and the purchase of approximately 20 acres of land to meet FAA requirements.

Skaret said the preferred plan is the plan the Airport Commission has approved. He noted there's a higher local share as far as costs than the other plan because it requires the easement which is not FAA funded but is funded by local dollars.

Hanson noted there may be some additional local costs due to the displaced thresholds, but that's subject to negotiations on what the FAA's and MnDOT's share will be.

Skaret said the airport runway project is a large project of approximately \$6 million. He noted seven percent of the project will be the City's share of the cost which will amount to an estimated \$389,000.

Hanson said if everything goes as planned, land could be purchased using funding from the 2020 FAA grant, design funding could be through the 2121 grant, grading would be done in 2022 and paving completed in 2023. He said it's a large project. Hanson noted the existing airport would remain open while the new runway is being built.

As a side note, Skaret said it has taken a long time to get to this point. He said part of the reason was waiting on the higher powers at the FAA and MnDOT. Skaret said he, Hanson and Airport Commission representatives attended two meetings in the Twin Cities with the FAA and MnDOT.

Hanson noted part of the delay was due to discussions regarding the displaced threshold of the runway. He said the issue of displaced threshold is becoming a more common issue for discussion by the FAA and MnDOT.

**SCHOENROCK/FINCK moved and it was unanimously carried to proceed with the Airport Realignment Project contingent upon approval from the neighboring landowners.**

## **WATER STORAGE TANK PROJECT PAY APPLICATION NO. 13 – MARIA McCARTY OF SEH**

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Engineer Maria McCarty said the new ground storage reservoir is completely on-line and the old water storage tank line is disconnected.

McCarty said the floor in the Water Plant got poured on December 17<sup>th</sup>. She said the double doors still need to be installed in the pump room which is anticipated to take place in the following week.

McCarty said electrical work should be completed later this week. She said the walls, ceilings and pipes will be painted in January.

Once the frost is out of the ground, McCarty said grading and installation of the bollards will be taking place.

McCarty said Pay Application No. 13 is in the amount of \$48,038.46.

**CUSHMAN/SCHOENROCK moved and it was unanimously carried to approve Water Tank Storage Tank Project Pay Application No. 13 payable to Magney Construction in the amount of \$48,038.46.**

In addition to the new water storage tank that everyone sees, Skaret said a lot of the project has taken place in the inside of the Water Plant such as upgrading the electrical panels and controls. He suggested sometime having Water/Wastewater Superintendent Tony Oxborough give the City Council a tour of the Water Plant so they can see the project and what has actually been done during the past year to year-in-a-half.

McCarty said she thinks the project turned out very nice. She said she could provide some before and after photos for the Council to look at.

## **PARKS DEPARTMENT – ACCELERATING INCLUSION GRANT/SAFE ROUTES TO SCHOOL PLANNING GRANT LETTER OF SUPPORT AUTHORIZATION, ACTIVE LIVING PLAN AND COMMUNITY SURVEY UPDATE – LUKE EWALD**

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Luke Ewald of Community Wellness Partners gave Mayor Walter and the City Council an update.

Ewald reported the Accelerating Inclusion Grant was due on December 16<sup>th</sup>. He said the grant application has already been made but can be withdrawn if the City Council so chooses. Ewald explained the grant is for \$5,000 and is for the Natures Plus wood fiber and rubber safety mats for Ashley Park. He noted both items improve accessibility for disabled individuals and was part of the Ashley Park assessment that was done in May.

**SCHOENROCK/FINCK moved and it was unanimously carried for the City to apply for the Accelerating Inclusion Grant.**

Regarding the Safe Routes to School Planning Grant, Ewald explained the Active Living Team has been working with the School and the Trails Committee. He said they are looking for two letters of support, one from the School and the other from a third party, like the City, County or Public Health. Ewald said he reached out to City Administrator Matt Skaret to see if the City would be willing to do a letter of support. He said the letter of support would go towards updating the current Safe Routes to School Plan. Ewald said the Southwest Regional Development Commission would help in updating the plan if funding would become available.

Skaret noted there has been a lot done with the Safe Routes to Schools.

Ewald concurred with Skaret.

Skaret said the most recent improvement has been route along Dewey Street.

Ewald said it would be nice to get funding to update the Safe Routes to School Plan which is about seven years old. He said the Southwest Regional Development Commission would help to update the plan. Ewald noted it would actually be for all of the schools, Pleasantview, the High School and Riverside Elementary and possibly even looking at the new school when the design for that is completed. He said the update needs to be finished by 2022 at around the same time the new school will be built. Ewald said the updated plan could then possibly benefit all the schools.

**CUSHMAN/FINCK moved and it was unanimously carried to authorize the City to send a Letter of Support for the Safe Routes to School Planning Grant.**

Regarding the Active Living Plan, Ewald explained it kind of goes a little bit hand in hand with the Safe Routes of School because a few of the goals are actually found in the Safe Routes to Schools Plan. He noted the improvements listed in the Active Living Plan are non-structural projects and hopefully will not cost anything to the City. Ewald said Public Health will help in finding funding and grants for that.

Ewald said the City of Jackson has so far completed nearly 90 percent of the non-infrastructure items that were listed in the Active Living Plan. He said the infrastructure portion of the plan, which would pertain to the trails, are about 20 percent completed.

Ewald said the focus is on creating some new opportunities for active living around walking and biking activities. He said he's also included some healthy eating items along with senior and youth activities to engage the community in other areas of health and wellness.

Ewald said he shared the Active Living Plan information with the Park Board as well.

Ewald said the Active Living Survey can be posted on Survey Monkey, distributed through social media and as utility bill inserts. He said the data will be collected from residents in the City of Jackson and then brought back to the City Council. Ewald said the Southwest Regional Development Commission, the Trails Group or Park Board could compile the survey data. Ewald said the current Active Living Plan developed in 2015 could be amended with the new information gather through the latest survey. He noted it's recommended Active Living Plans should be updated every three to five years.

Skaret said a motion is being sought to authorize using City resources to help disseminate the survey including using inserts in the utility bills and website.

**ANDERSON/MADDEN moved and it was unanimously carried to authorize using City resources to disseminate the Active Living Survey.**

## **RESOLUTION NO. 45-1219 APPROVING A FINAL TAX LEVY FOR TAXES COLLECTIBLE IN 2020**

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Skaret noted at the September 17<sup>th</sup> City Council meeting, the Council adopted a preliminary tax levy for 2019 taxes collectible in 2020. At that time, he said the Finance Committee recommended and the Council approved setting the preliminary tax levy at 5.9 percent over this year's levy with the goal of paring that back.

Over the last couple of months, Skaret explained the Finance Committee has worked very diligently to pare the preliminary levy back to limit the impact as much as possible on residents.

Skaret said the Finance Committee is recommending a 2.9 percent increase in the levy. He said that would bring the total levy to \$1,564,106. Skaret said according to the County Assessor's office, this would have an impact on property taxes of about \$10 a year on a home valued at \$100,000.

Skaret explained a few of the key drivers of the levy include increasing the Street Reconstruction Levy first imposed for 2018 from \$75,000 to \$100,000. He explained \$25,000 is being set aside to save up for the purchase of new fire trucks.

Skaret said the Splashpad is a brand-new part of the City's budget. He said the City has never had to pay for Splashpad ownership with operation and maintenance in the past.

Skaret said the City is planning on purchasing another new dump truck for the Street Department in the upcoming year. He said with this budget, the City should be able to do that partially by using the levy and using some existing reserve funds.

Skaret said there's a lot of upkeep and maintenance that needs to be done in the City's parks. He said the Park Board is actually looking at a five-year plan implementing the recommendations that were outlined by the assessment that was done this past summer.

Skaret said a big project coming up in 2021 is the replacement of the traffic signals on Highway 71 and Sherman Street. He said the City's estimated cost is about \$170,000 so money is being saved for that project.

Skaret said he included a chart in the information presented to the Mayor and Council showing a tax levy comparison with surrounding communities such as Luverne, Worthington, Fairmont, Lakefield, Windom, Sleepy Eye, Pipestone, Blue Earth and Springfield. Skaret noted the City of Jackson's overall tax rate is the lowest among all the neighboring communities and still will be with the 2.9 percent tax levy increase.

Mayor Walter said he wanted to thank the Finance Committee for all the work they've done. He said the most work was done by Skaret. Mayor Walter said at the last Finance Committee, Skaret came to the meeting and had already pared the budget down. He said when the Finance Committee finished their meeting that night, the budget had gone down a little bit more. Mayor Walter thanked Skaret for all the work he did on the budget.

Skaret thanked Mayor Walter and thanked the Finance Committee for all their help and support.

Now going forward, Cushman said we're set now and the City has to stay within those means. He said that's the important part. Cushman said setting the levy is one thing, now we have to live within those means like we all do at home every single day.

Mayor Walter noted when the budget was pared down at the last Finance Committee meeting, it was noted it's not going to be as easy for somebody to come and say they need a little money because a lot of the excess was removed from the budget. He said the fluff is gone.

**FINCK/ANDERSON moved and it was unanimously carried to approve Resolution No. 45-1219 approving the Final Tax Levy for Taxes Collectible in 2020 as recommended by the Finance Committee.**

#### **RESOLUTION NO. 46-1219 APPROVING THE 2020 GENEREAL FUND BUDGET**

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Skaret said Resolution No. 46-1219 ties right into the City's tax levy. He explained the City is looking at overall revenues in the General Fund of \$3,489,362 and expenses of \$3,450,015.

Skaret said the annual budget books will be distributed to the Mayor and City Councilmembers that will include every budget line item that's been approved and the various notes for the different City Departments.

**SCHOENROCK/GAY moved and it was unanimously carried to approve Resolution No. 46-1219 approving the 2020 General Fund Budget as recommended by the Finance Committee.**

**RESOLUTION NO. 47-1219 AUTHORIZING INTERFUND LOAN FROM THE ELECTRIC FUND (FUND 604) TO THE GENERAL FUND FOR THE PURPOSE OF PURCHASING A NEW PUMPER/TANKER TRUCK FOR THE FIRE DEPARTMENT**

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Skaret said some time ago, the City Council approved the purchase of a new tanker truck for the Fire Department. He explained on these larger vehicles, there's quite a bit of lead time, at least a year in many cases.

Skaret said the Fire Department must be getting close to receiving the new truck because the City received the invoice for the chassis. He said receiving the invoice for the chassis was kind of the que for the City to get their ducks in order for the rest of the truck.

Skaret said the new tanker truck was discussed by the City Council some time ago as far as paying for it. He explained the 1997 truck is being replaced. Skaret said the overall cost is about \$334,000.

Skaret said the truck is being financed by \$173,000 in funds already set aside for new fire equipment in the General Fund, \$23,000 set aside in the Council's Unallocated (222 Fund), a contribution from the Fire Relief Association General Fund in the amount of \$80,000 and a loan from the Electric Fund for approximately \$59,000. He said the \$59,000 loan from the Electric Fund is smaller than other loans in the past. Skaret said that loan will be repaid through franchise fees at zero percent interest.

Skaret said the 2011 loan from the Electric Fund on three fire truck purchased at that time has been fully paid.

Schoenrock noted three fire trucks were purchased in 2011 and another one in 2019. He asked where is the Fire Department now as far as the need to replace trucks. Schoenrock asked if we would be good for a while.

Assistant Jackson Fire Chief Dave Bond said according to the 20-year life span, according to NFPA (National Fire Protection Association) standards, the next truck would be technically due in 2022. He said that would be replacing a 2002 pumper. Bond said the Fire Department's next newest fire truck is a 2007 pumper which would be up for replacement in 2027 if you stay on the 20-year life cycle. Bond said the Fire Department does get a grace period of up to five years. He said that's the replacement recommendation on all the fire trucks. Bond said after 2027, if the Fire Department would stay on the 20-year life cycle, there wouldn't need to be a truck replacement until 2031 for the three trucks that were purchased in 2011.

Schoenrock asked if the plan is to replace the 2002 truck in two years.

Fire Chief Phil Markman said the plan would be to start the process to replace the truck. He explained as long as the truck passes the pump test and it can be certified, you're still in good standing.

Bond noted how the prices for fire equipment have gone up. He noted a couple of years ago the Fire Department's newest truck was just under \$200,000 and now the cost for a similar truck is just under \$300,000. Bond said during a visit to Rosenbauer Fire Equipment, it was explained that pumpers, tankers and rescue trucks are something every Fire Department needs so the demand is there and so the cost goes up. He explained there are also many safety features in the new fire trucks similar to the safety features in a car. Bond said you have to follow the rules just like everyone else.

Cushman said at the Finance Committee it was discussed as we got closer or at the deadline for replacing the 2002 truck, the Finance Committee was going to look at where we're at and what the City's needs are. Cushman said the Finance Committee did not commit at that point but will see where we're at as we get closer to that time.

Bond agreed that's what had been discussed.

**SCHOENROCK/ANDERSON moved and it was unanimously carried to approve Resolution No. 47-1219 authorizing an Interfund Loan not to exceed \$59,000 from the Electric Fund (Fund 604) to the General Fund for the purpose of purchasing a new pumper/tanker truck for the Fire Department.**

#### **RESOLUTION NO. 48-1219 AUTHORIZING YEAR END TRANSFERS**

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Skaret said it's getting towards the end of the year and some transfers of funds need to be made. He explained some of those funds were budgeted in the original budget to be transferred from the General Fund to Capital Improvement Funds.



Skaret said when the auditors were present this year, there was money that that has been set aside by previous Councils for various things in the General Fund. He explained the auditors recommended the City move that money over to the 222 Capital Equipment Fund to clean-up the General Fund and make the City's fund balance look a little more reasonable. Skaret explained the General Fund is typically used more for smaller capital purchases, operations and maintenance. He said this helps to clean-up the City's books a little bit. Skaret said Resolution No. 48-1219 does make more transfers than the City would normally make at this time.

**ANDERSON/FINCK moved and it was unanimously carried to approve Resolution No. 48-1219 authorizing year end transfers.**

**AUTHORIZE CITY ADMINISTRATOR MATT SKARET AND STREET SUPERINTENDENT PHIL MARKMAN TO HIRE UP TO TWO ADDITIONAL PART-TIME ATTENDANTS AT THEIR DISCRETION FOR THE SKATING RINK AT \$11.00/HOUR**

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Skaret said Corinne Vacek has been the City's skating rink attendant for a number of years. He explained Vacek is going to continue to serve as an attendant but she has a couple nights during the week that she's not able to do it.

Skaret said the City advertised for additional part-time attendants. He said the City had not seen any activity or interest in the positions until really the last couple of days when a flurry of applications has come in.

Skaret noted the next City Council meeting won't be until January 7<sup>th</sup> and hopefully conditions will be favorable for skating to be underway by then. He said because the next Council meeting won't be until January 7<sup>th</sup>, Skaret said authorization was being sought from the City Council for he and Markman to hire one or two applicants so the skating rink can be fully staffed as soon as the rink is up and running.

**SCHOENROCK/FINCK moved and it was unanimously carried to authorize City Administrator Matt Skaret and Street Superintendent Phil Markman to hire up to two additional part-time attendants at their discretion for the skating rink at \$11.00 per hour.**

**Other:**

**Mayor Wayne Walter – Council Meeting Attendance**

Mayor Walter referred to information regarding Councilmembers' attendance at City Council meetings during 2019.

Mayor Walter explained he had City Clerk/Council Secretary Maschoff compile an attendance record of the City Councilmembers at Council meetings for 2019. He noted there are excused absences. Mayor Walter said he and the Councilmembers were all elected to be at the Council meetings. He said if any of the Councilmembers know that they won't be able to attend a Council meeting in the future, to please let City Hall know ahead of time that they will be absent.

Mayor Walter pointed out a quorum is needed to get any business approved. He noted as was seen at the December 17<sup>th</sup> City Council meeting, there was enough business and discussion that took place that all the Councilmembers are needed all the time. Mayor Walter said the attendance record was for the Councilmembers' information.

**ADJOURNMENT**

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**With no further business, ANDERSON/GAY moved and it was unanimously carried to adjourn the City Council meeting at 7:57 p.m.**

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**David A. Maschoff, Council Secretary**

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**Wayne Walter, Mayor**

