

January 18, 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 6:00 p.m. on Tuesday, January 18, 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, Chris Vee, Brandon Finck, Nathan Peterson, Marcus Polz and Dave Cushman. Also attending in-person were City Administrator Matt Skaret, Jackson Fire Chief Dave Bond, Jackson First Assistant Fire Chief and Park Board Chairman Michael Haeffner, Street Superintendent Phil Markman, Water/Wastewater Superintendent Tony Oxborough, Attorney Joseph Langel, City Clerk/Council Secretary Dave Maschoff, Justin Lessman of the Jackson County Pilot and Mathew Grisham of KKOJ/KUXX Radio. Joining the meeting via Zoom was City Attorney Brad Anderson. (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 Brandon Finck. Mayor Walter said Alderman Finck would be arriving later during the meeting. He also noted City Attorney Brad Anderson was joining the meeting via Zoom.

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

#### **CONSENT AGENDA**

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

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

## **Unscheduled Guests:**

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

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

## **Council Discussion Items**

### **2022 STREET AND UTILITIES IMPROVEMENTS FINANCING PLAN**

Skaret said the Finance Committee had a good meeting on Thursday, January 13<sup>th</sup>.

Skaret noted spring will be coming and everyone knows that means it will be construction season in Minnesota. He said it will also be construction season again in Jackson.

Skaret said the City has a full slate of projects for this year. He said one of them is what's being called the 2022 Street and Utility Improvement Project which consists of the reconstruction of Emily Street and Riverside Drive from State Street to the north entrance into Ashley Park. Skaret said Engineer Greg Mitchell of Bolton and Menk provided updated cost estimates for the project. He said, all total, the estimated cost will be almost a \$1.9 million project between the street reconstruction and utilities work.

Regarding a financing plan, Skaret said he first started with the City's Financial Consultant, Shannon Sweeney, and then the Finance Committee discussed the financing plan at their January 13<sup>th</sup> meeting. He said what's being proposed is a 20-year bond. Skaret said the City would commit \$200,000 in their existing funds so they don't have to borrow as much. Skaret said, all total, it would be about a \$1.765 million bond issue.

Skaret said Sweeney provided a repayment schedule and what that would look like. He noted that information was included in the Councilmembers informational packets. Skaret said essentially, the repayment schedule for the project would add, on average, about \$55,000 a year to the City's annual tax levy. He said for water debt, it would be about \$22,000 to \$23,000 a year and in sanitary sewer about \$35,000.

Skaret said the good thing is the City has some TIF (Tax Increment Financing) debt that is coming off the books. He said if the 2022 Street and Utility Improvement Project moves forward and the City starts making their bond payments in 2024, the City will have to start levying in 2023 so the first bond payment can be paid in February of 2024.

Skaret noted the City will have added tax capacity. He explained the "pie is getting bigger" because there's TIF (Tax Increment Financing) debt coming off the books.

In talking with Shannon Sweeney, Skaret said the City could levy up to an additional \$80,000 and the City's overall tax rate would not go up.

(Alderman Brandon Finck arrives at the meeting at 6:04 p.m.)

Skaret said basically the City can increase their tax levy by about \$80,000 a year and still not increase the overall tax rate because there's just that much more pie to draw from. He said the Finance Committee was OK with that plan except they had inquired about doing, in addition to the full street reconstruction plans, doing some additional street work, like overlays and street reconstructs, without digging up the water and sewer lines. Skaret explained the City could levy up to \$80,000 and get about an additional \$335,000 of extra street work that could go towards mill and overlay or just overlay or just pulling up the pavement as was done with the City Hall parking lot this past year. Skaret said that's certainly a number that can be worked with and brought to the Street Committee. He said the Street Committee could put together a list of streets that can be worked on for about that amount of money. Skaret said if the City needs to kick-in a little bit more, they can look at doing that.

Skaret said the financing information at least gives the City a framework to work with as far as extra street work. He noted street overlays and milling does not require extensive engineering work compared to doing a full street reconstruction project.

Skaret said regarding water rates, if the extra \$22,000 to \$23,000 a year that the City would need to collect in water revenues is spread out equally among all the water utility customers in Jackson, it would amount to about a \$1.15 a month for water and about a \$1.78 a month for sewer.

Skaret asked if the Mayor or Councilmembers had any questions or objections to the proposed financing plan.

Hearing no questions or objections, Skaret asked for a motion to approve the Finance Committee's recommendation to approve the financing plan to continue moving forward with the proposed street and utility improvement projects.

**FINCK/POLZ moved and it was unanimously carried to approve the Finance Committee's recommendation to approve the financing plan to continue moving forward with the proposed street and utility projects.**

Skaret added that he's had discussions with Shannon Sweeney. He said the City has limited street reconstruction authority under the statute the City borrows from. Skaret said if the City decided to do the extra \$335,000 in street work, it would eat a little bit more into what's available for bonding capacity for street projects. He said it doesn't eat a lot into the bonding capacity when looking at the whole grand scheme of things. Skaret explained what that would do is provide the City with roughly \$1.8 million in street reconstruction capacity and \$2 million in tax abatement capacity which can be combined to borrow for a street project. He said the City would have that left for their next big project which would be scheduled for about 2024 or 2025.

For comparison, Skaret said the street reconstruction on Emily Street and Riverside Drive is about \$916,000. He noted the street portion of the reconstruction work that was done on North Highway and South Street was about \$2.5 million. Skaret said the City would still be able to do a project of about that magnitude, similar to what was done in 2020 and 2021, in about 2024 and 2025 and maybe even a little bit larger.

Skaret said the City's hands are a little bit tied if the City needs some abatement capacity for a large economic development project. He noted another thing that Sweeney had mentioned is that about 10 or 15 years ago, the City received special legislative authority to increase the City's tax abatement capacity. Skaret said what the City may look at doing in the future is try and get some special legislative authority to increase the City's capacity to borrow for street reconstruction authority so the City can do street projects beyond 2025 and not have to really watch it.

Mayor Walter thanked Skaret for his explanation and to the Finance Committee for their hard work.

### **PARK BOARD MEETING RECAP: DISCUSSION ON SKATING RINK**

Skaret said the skating rink is open and the warming house is staffed. He noted Grant and Nathan Schlager are staffing the warming house this season.

Skaret said the skating rink has been used. He said "hats off" to the Street Department crew for plowing the snow off the rink so it could be used over the weekend.

Skaret said the skating rink is a work in progress. He said the Park Board realizes that there is certainly some community support for doing more at the ice-skating facility. Skaret said there's certainly things that can be done to make improvements. He said some of the things the Park Board talked about is the lack of a defined area for the skating rink.

Skaret said Street Superintendent Phil Markman and Parks Department Coordinator Neal Carlson are going to take some elevation shots of the skating rink area and put together a sketch of what would make sense as a defined area for the rink. He explained that way there would be some sort of border to it so it's evident that it's a skating rink and not just have the water spread out like it's currently done.

Skaret said the Park Board talked pretty extensively about installing concrete as a base below the skating rink. He said that would make the skating rink easier to flood in the wintertime and would also make it a multi-purpose recreation area for both the winter and warmer months. Skaret said the rink could then potentially be used for roller hockey when it's not winter. He said the Park Board also talked about moving the skate park over to Memorial Park. Skaret said that's been talked about for quite a number of years.

Skaret said the Park Board is very interested in getting some boards for the skating rink. He said there are some different systems on the market so if the skating rink ever had to be moved in the future, moving the boards would be feasible. Skaret said the Park Board is looking at it and would also like to involve some of the other hockey fans in the community to get their input as well. He said there's some potentially really exciting things that could happen with the skating rink.

Skaret noted Alderman Vee also attended the Park Board meeting and asked if he had anything to add.

Vee said Skaret covered the details. He said the question is how do the plans move forward and what are the best options. Vee said the Park Board talked about installing concrete at the skating rink. He noted with the downtown alleys being repaved with cement this summer, it may also be a good time to get a quote on concreting the skating rink. Vee said the Park Board is trying to move forward the best that they can with the project.

Skaret said he reached out to Engineer Greg Mitchell about the skating rink project.

Finck asked if the skating rink was concreted if it would be cemented to be at least the size of a hockey rink so boards could be installed.

Vee said the Park Board was looking at not putting up a hockey rink the size that the Minnesota Wild play on, but what would be a realistic size for a hockey rink where players can play back and forth and that it could also be used during the summer. He said the Park Board is also looking at installing a cement pad near the skating rink for the skate park. Vee said the Park Board is just starting to look at that.

Finck said that would be nice. He noted Windom had an indoor hockey arena and it sure received a lot of use. Finck said there were a lot of people from Jackson that travelled to Windom to use their indoor hockey arena. He said if Jackson had an outdoor hockey arena, something that makes sense for individuals to use, it sure would be nice.

More noted Lakefield has an outdoor hockey arena.

Polz commented this is Minnesota. He said you kind of grow up expecting to see a hockey rink everywhere.

Finck said hockey seems to have become a lot more popular in our area lately. He said it's good to hear the Park Board is looking at that.

Skaret said he reached out to Engineer Greg Mitchell of Bolton and Menk to get an idea of what it may cost to install concrete for the skating rink. He said bid-wise, it would certainly make a lot of sense to include concreting the skating rink along with the downtown alley project to get economies of scale.

Skaret said this agenda item was an informational item and more information will be forthcoming.

Mayor Walter said the plans sound great.

### **HEALTHCARE FOUNDATION GRANT: PARK BOARD – KAYAK LAUNCH**

Skaret said the Park Board has been looking at other ways to provide residents some better opportunities to utilize the Des Moines River going through Jackson. He said the river is arguably one of the City of Jackson's most untapped natural resources and is underutilized.

Skaret said kayaking is a recreational activity that's also growing. He said in recent years it's not uncommon to see people kayaking in any kind of body of water.

Skaret said there's a kayak/canoe launch at Ashley Park but the Park Board is also looking at adding additional launches. He said one proposed site for an additional kayak launch is in the bayou along the river. Skaret said another proposed launch site would be someplace below the ripples. He said the Park Board is looking at some options for that location.

Skaret said the Park Board is looking at what the City of Windom did with their kayak launches. He said Windom has a couple of kayak launches that are relatively new and the Park Board has been working with the contractor who installed those launches.

Skaret said the price for two kayak launches, in today's dollars with the inflation that has happened, is roughly \$15,000 each for a total of approximately \$30,000.

Skaret said the Park Board applied for a Jackson Healthcare Foundation Grant and was awarded \$10,000 for the project. Skaret said he thinks the remaining \$20,000 can come from the Park Board's regular operating budget plus their capital improvement funds.

Skaret said the two additional kayak launches would be a nice addition to the community. He said the Park Board is really excited about it.

Skaret said a motion was needed from the City Council to accept the Healthcare Foundation Grant.

Finck asked if the kayak launches are constructed with cement.

Vee said there are cement launches but there is another kind of kayak launch.

Skaret explained there is an actual launching mechanism that consists of a rail to push a kayak up and down on. He said you can launch a kayak the old-fashioned way or use the launching mechanism.

Finck said the kayak launches would be a nice addition.

**CUSHMAN/VEE moved and it was unanimously carried to accept the \$10,000 grant from the Jackson Healthcare Foundation for the Park Board's Kayak Launch Project.**

#### **RESOLUTION NO. 06-0122 APPROVING NON-GENERAL FUND BUDGETS 2022**

Skaret said the Finance Committee reviewed the non-general fund budgets during their meeting on January 13<sup>th</sup>. He said back in December, the City Council approved the General Fund Budget that funds the general operations of the City. Skaret said those include items include administration, streets, fire, parks, economic development and so forth.

Skaret explained there are also a number of other funds such as the TIF (Tax Increment Financing) Funds, the City's debt service funds, project funds and enterprise funds which are the funds that are supported without property tax dollars such as the water, sewer, electric, liquor, and airport. Skaret said the Finance Committee reviewed those budgets. Regarding depreciation on those enterprise funds, Skaret said ideally the City would be fully funding the depreciation. He said the City hasn't been able to do that like most other cities. Skaret said ideally, in a perfect world, the City would be funding the depreciation. He explained it's the depreciation that makes the enterprise funds look like they're running in the red.

Skaret said the Covid pandemic has brought some interesting trends as far as utility use. He said the residential electric usage is up a little bit but the electric usage by the large industries is down a little bit.



Skaret said water was certainly interesting to look at too as far as consumption. He said residential consumption was up in 2020 and commercial consumption was way down. Skaret said that difference in consumption could definitely be seen with the bars and restaurants closed during much of 2020. He said in 2021, they were back open again and you can definitely see that the revenue on the commercial side for water usage was up. Skaret said the residential water usage was pretty stable even with the dry summer and the extra watering. He said with more people not working at home as much has kind of offset residential water usage.

Skaret said liquor is always a challenge to budget for. He said the Liquor Store still hasn't had a normal year yet at its current location. Skaret noted the new store opened in March of 2019 and with it being a brand-new store, there's certainly most likely a novelty effect. He said in 2020, it was all about Covid and there was a pretty big increase in liquor sales. Skaret said in 2021, the Liquor Store started off the year really strong but in the last half of the year, liquor sales were pretty flat and actually declined a little bit from the previous year. He said in 2022, we'll see what happens with liquor sales

Regarding the airport, Skaret said there are certainly some unknowns with the runway reconstruction project. He said there are a lot of reimbursements from the State and Federal governments for the airport project but the reimbursement payments have been slow in coming in. Skaret all the Covid dollars coming in from Washington, D.C. have really put an extra burden on the grant administrators who are short staffed just like everyone else. He said the reimbursements for the Airport have not been arriving as fast as they used to.

Skaret said there is a lot going on in the Non-General Funds and the City needs to have an official budget for them.

Mayor Walter said a motion was needed to approve the Finance Committee's recommendation to approve the Non-General Fund Budgets for 2022.

**FINCK/VEE moved and it was unanimously carried to approve the Finance Committee's recommendation to approve the Non-General Fund Budgets for 2022.**

## **SET DATE FOR THE FIRST CITY COUNCIL MEETING IN FEBRUARY**

Mayor Walter said the City Council needs to reschedule their first regular meeting in February because February 1<sup>st</sup> is Precinct Caucus Night in Minnesota and the City Council cannot meet between 6:00 p.m. and 8:00 p.m. that evening.

Mayor Walter asked Councilmembers if they wanted to reschedule their February 1<sup>st</sup> meeting to January 31<sup>st</sup> or to February 2<sup>nd</sup>.

Following a brief discussion among Councilmembers, the consensus was to reschedule the meeting for Monday, January 31<sup>st</sup>.

Mayor Walter said the next regular meeting for the Jackson City Council will be on Monday, January 31<sup>st</sup> at 6:30 p.m.

Skaret noted the City Council will meet three times in January and only once in February.

Mayor Walter asked for a motion to reschedule the City Council's first regular meeting in February to Monday, January 31<sup>st</sup> at 6:30 p.m.

**VEE/CUSHMAN moved and it was unanimously carried to reschedule the City Council's first regular meeting in February to Monday, January 31st, 2022 at 6:30 p.m.**

## **COUNCIL SALARIES DISCUSSION**

Skaret said Council salaries were discussed at the January 13<sup>th</sup> Finance Committee meeting. He noted it's been a number of years since the Council's salaries have been adjusted which has to be done by ordinance.

Skaret said any Council salary increases do not take effect until after the next election. He said this would be the year for the Council to make any adjustments. Skaret noted the last salary increase took effect in 2015 which was approved in 2014. He said prior to that, it had been 13 years since the Councilmembers had a raise. Skaret said prior to 2015, the salary was about \$4,200 for the Mayor and about \$3,200 for the Councilmembers per year. He said that was then increased to the current \$4,200 per year for the Councilmembers and \$5,300 per year for the Mayor.

Skaret said there are number of different things that have been discussed. He noted the Mayor and Councilmembers receive an extra \$25 for the Local Board of Equalization meeting which will be held this year on April 19<sup>th</sup>.

Skaret noted the Mayor and Councilmembers also receive \$50 for attending a half-a-day meeting and \$100 for a full day for a meeting outside of a Council meeting such as a conference or workshop.

Skaret said Alderman Polz had done some research on his own and looked at the salaries paid to Councilmembers in Two Harbors, Minnesota. He said Two Harbors has a pretty detailed pay structure.

Polz noted Two Harbors is similar in size to Jackson. He said he liked the way Two Harbors structured their salary schedule from the standpoint that they were in line with Jackson's Council salaries. But Polz said Two Harbors would pay stipends for committee meetings, for example \$65 for a committee meeting.

Polz said more so than the time commitment that it takes or wanting to have a raise, it's the importance of actually showing up for meetings. He noted Two Harbors docks Councilmembers for not attending meetings. Polz said Councilmembers are allowed four absences per year and your pay is docked if you miss more than that.

Polz said he doesn't think any of the Councilmembers are serving on the City Council for the money. He said he wanted to state that. But Polz said it's been a time commitment. He said he doesn't think Councilmembers should be rewarded for that time commitment unless they're putting in the time.

Polz said Two Harbors's Council salaries were \$4,500 per year and Councilmembers were also paid for attending committee meeting. He noted there was a dockage of \$60 per month in salary if a Councilmember missed more than four meetings. Polz said Two Harbors' Council salaries were pretty much in line with Jackson's Council salaries other than Two Harbors paid for attending committee meetings. He said he understands that with some committees, for example the Finance or Personnel Committees, there can be months where you may meet 10 days in a month and it really does get into your personal life.

Skaret pointed out there are different times of the year where different committees are busier. He noted the Street Committee was pretty busy this fall and had about two or three meetings in a row that were fairly intense. Skaret said all of the City Council's committees can be busy at different times. He said there are certainly some committees that are busier than others, particularly the Finance and Personnel Committees. Skaret said that was a discussion the Finance Committee had to maybe give consideration to the Mayor and Councilmembers' salaries.

Skaret said no decisions were necessarily being sought from the City Council at their January 18<sup>th</sup> meeting about considering having a per-meeting pay in addition to the regular base pay for the Mayor and Council.

Cushman said the idea was to start the conversation and not to end it at the January 18<sup>th</sup> meeting. He said the purpose was to start the conversation and see where the Council would go and get some ideas, feedback and input. Cushman asked Skaret when a decision would have to be made in an election year.

Skaret said he thinks any approval of Mayor and Council salary increases may need to be done before the November elections. He said any salary increases couldn't take place until after the first of the year.

Cushman said October could be a deadline for coming up with a salary plan if the Council is going to move forward with salary increases to go into effect next year.

Polz said it sounds like we'll have a big election year in Jackson with a lot of Council seats opening up. He said you really want to draw people to serve. Polz said a lot of times you see people running unopposed or nobody that's really interested in a position. He said it's nice to have a pool of people that are wanting to be involved in the community. Polz noted former Alderman Jeffrey Gay's letter of resignation from the Council where Gay stated that he didn't realize all that was involved or all that it entails to be a part of the City Council and wishes the average citizen would have that experience. Polz said he thinks Gay's comments speaks volumes regarding a position on the City Council.

Skaret said there's always a lot more to serving on the City Council. He said he's never had anyone that's joined the City Council say "Oh, this isn't as hard as I thought it would be" or "this is easy" or "it's not as much work as I thought it would be". Skaret pointed out the things the City Council talks about at their meetings or regularly discusses typically starts at the committee level in some way, shape, matter or form whether it's Finance and Personnel Committee, Street Committee, Park Board, Airport Commission, Planning and Zoning or Utilities Commission. Skaret said most of the things the City Council talks about at their meetings originates at the ground level with the committee and commission meetings. He said the committee and commission meetings are very important.

Finck asked what the next step is for the Council. He asked Skaret if he would do some more research like Polz did regarding Council salaries and what Council salaries and per diems are.

Skaret said he could certainly research what other communities do regarding City Council salaries and per diems.

Polz noted there was a regional publication that had information regarding Council salaries up to 2017 that included information from the Cities of Jackson, Windom, Luverne and Pipestone. He said according to that information, the City of Jackson was pretty much in the middle on the low end. Polz recalled Windom City Councilmembers were paid \$3,200 per year along with some per diems. He said Luverne was on the higher end of the scale with Councilmembers paid closer to \$6,000 per year. Polz said that was a good publication to reference. He said the City of Jackson's Council salaries were pretty much in line with what he was seeing in other communities.

**RESOLUTION NO. 07-0122 APPROVING ADDITIONAL YEAR END TRANSFERS  
EFFECTIVE DECEMBER 31, 2021**

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Skaret said Resolution No. 07-0122 contains the final two-year end transfers before the City closes the books on 2021. He explained there is a transfer from the General Fund for \$68,409.12 to balance and close out the Splashpad Fund to cover the difference between projects cost and donations received.

Skaret said the other transfer includes the planned transfer from the TIF Fund for Sunset View Phase I to Phase II to make that bond payment now that the bond has been paid off for Phase I. He said that reduces the needed tax levy to pay the bond for Phase II.

**POLZ/PETERSON moved and it was unanimously carried to approve the Finance Committee's recommendation to approve Resolution No. 07-0122 approving additional year-end transfers effective December 31, 2021.**

**SALE OF 2001 FORD F250 PARKS DEPARTMENT TRUCK TO JOHN PETERSON VIA  
GOV DEALS FOR \$6,550**

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Skaret noted the City Council had declared the 2001 Ford F250 Parks Department Truck as surplus property last fall. He said the truck was put up for bid on the website GovDeals.com. He said the truck garnered a lot of interest on GovDeals.com and the City received what he thinks was a very good price for that truck.

Skaret said John Peterson of rural Jackson was the high bidder with a bid of \$6,550.

**CUSHMAN/FINCK moved and it was unanimously carried to accept the high bid of \$6,550 from John Peterson of rural Jackson for the purchase of the 2001 Ford F250 Parks Department truck.**

**CLOSED SESSION FOR ATTORNEY/CLIENT PRIVILEGE PURSUANT TO MN CHAPTER 13D.05, SUBD. 3(3)**

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Mayor Walter said he needed a motion for the City Council to go into Closed Session for the purpose of Attorney/Client Privilege pursuant to Minnesota Chapter 13D.05, Subd. 3(3). He said there probably wouldn't be any decisions made by the City Council following the closed session. Mayor Walter said if there were any decisions made, the press would be notified.

**FINCK/CUSHMAN moved and it was unanimously carried for the City Council to go into Closed Session for Attorney/Client Privilege pursuant to MN Chapter 13D.05, Subd. 3(3) at 6:37 p.m.**

**CITY COUNCIL GOING OUT OF CLOSED SESSION AND RETURNING TO OPEN SESSION**

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Mayor Walter asked for a motion for the City Council to go out of Closed Session.

**FINCK/MORE moved and it was unanimously carried for the City Council to go out of Closed Session at 7:48 p.m.**

Mayor Walter announced the City Council was now out of Closed Session.

**Continuing in Open Session**

**Other:**

**Alderman Chris Vee**

Alderman Chris Vee said he was wondering if the City Council could get a housing plan update from Economic Coordinator Dave Schmidt.

Skaret said he's talked to Schmidt about providing a housing update. He said an update will be scheduled.

Vee said he definitely would like to see the City Council look at some kind of project plan that could be presented showing the current status of a project and the City's expected outcome. He said he doesn't know what that would look like but would like to see any future projects the City does with any engineering firms be presented as a project plan. Vee said he thinks there needs to be such a plan to protect the City. He said he would like to see the City look into something like that.

Skaret said as the City goes through with projects, such as those on Emily Street and Riverside Drive, there will be a number of meetings with the Street Committee just as there were with the North Highway and South Street projects. He said there will be meetings with the Street Committee during the design process of the Emily Street and Riverside Drive projects. Skaret said the engineers provide different scenarios and different options. He said there's a lot of decision making that goes on in those committee meetings.

Vee said he wants to make sure that it's documented so when the project goes forward it's what was decided to be done. Vee said there can be talk about a lot of cool, awesome stuff, but when the project begins, he wants to make sure a project follows all of the City's expectations.

### **City Administrator Matt Skaret**

Skaret noted a new OWL camera system has been purchased for the City Council Chambers so everyone in the Council room can be seen by those who join the Council meetings via Zoom. He explained the camera system rotates and focuses on those who are speaking during meetings.

Skaret said the OWL system arrived in the mail around 4:30 p.m. on January 18<sup>th</sup>.

Skaret said he and City Clerk Maschoff tried to get the OWL set up to use for the Council meeting, but there were some technical difficulties and glitches that need to be worked out. However, Skaret said help is on the way.

## **Mayor Wayne Walter**

Mayor Walter noted that a plaque was made to be presented to former Alderman Jeffrey Gay recognizing his years of service on the City Council.

Mayor Walter said Gay's wife stopped by City Hall and picked up the plaque. Mayor Walter extended well wishes to Gay.

## **ADJOURNMENT**

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

**PETERSON/POLZ moved and it was unanimously carried to adjourn the Jackson City Council meeting at 7:52 p.m.**

Mayor Walter thanked everyone for attending.

Skaret also thanked everyone.

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**David A. Maschoff, Council Secretary**

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**Wayne Walter, Mayor**





