

Jackson, Minnesota  
January 21, 2020

The Jackson City Council met in regular session in the Council Chambers of City Hall at 6:30 p.m. on Tuesday, January 21, 2020 with the meeting called to order by Mayor Wayne Walter. On the roll call, the following persons were present, Mayor Wayne Walter, Aldermen Matt Madden, Larry Anderson, Donnie Schoenrock and Dave Cushman, City Administrator Matt Skaret, City Attorney Brad Anderson, Street Superintendent Phil Markman, Jackson County Sheriff Shawn Haken, Community and Business Development Specialist Thomas Nelson of Community and Economic Development Associates (CEDA), Engineer Maria McCarty, First Assistant Fire Chief and Jackson Park Board Chairman Michael Haeffner, Pastor John Scheutz of Our Redeemer Lutheran Church in Jackson, City Clerk/Council Secretary Dave Maschoff and Justin Lessman of the Jackson County Pilot. (Aldermen Brandon Finck and Jeffrey Gay were absent.) (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 except for Aldermen Brandon Finck and Jeffrey Gay.

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

#### **CONSENT AGENDA**

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Mayor Walter entertained a motion to approve the Consent Agenda.

**SCHOENROCK/ANDERSON 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.

## **Council Discussion Items**

### **WATER STORAGE TANK PROJECT PAY APPLICATION NO. 14**

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Engineer Maria McCarty of SEH referred to the photos distributed to the Mayor and City Councilmembers of what the pump room at the Water Plant looked before and after the upgrades.

McCarty reported, for the most part, work at the Water Plant is complete until spring. She said in the spring the landscaping will be completed along with some gravel and the installation of bollards around the new water ground storage tank.

Skaret asked McCarty if there wasn't much left to do until spring when restoration work will be completed.

McCarty said that was correct.

McCarty explained Water Storage Tank Project Pay Application No. 14 is for some electric and concrete work. She said the total for Pay Application No. 14 is \$38,989.09.

**CUSHMAN/SCHOENROCK moved and it was unanimously carried to approve Water Storage Tank Project Pay Application No. 14 in the amount of \$38,989.09.**

Mayor Walter thanked McCarty.

### **ECONOMIC DEVELOPMENT DIRECTOR UPDATE WITH TOM NELSON**

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Community and Business Development Specialist Tom Nelson of Community and Economic Development Associates (CEDA) gave Mayor Walter and the City Council an update on some of the things the Jackson Economic Development Office is doing.

## **Employment in the Community**

Nelson said he specifically wanted to talk about the employment situation in the community right now. He said he's had a couple discussions with some of the Councilmembers about the lack of workers for a couple different positions.

According to the census, Nelson said there are nearly 2,000 commuters that travel to Jackson to work along with about 1,000 people who work in and around Jackson and another thousand that work outside the community. He said the commuters are travelling to Jackson upwards of 30 minutes away with a few beyond that. Nelson noted the neighboring counties where people are traveling from to work in Jackson include Nobles, Cottonwood, Martin, Dickinson and Emmet Counties.

Nelson said he gathered the 2018 unemployment rates for Nobles, Cottonwood, Martin, Dickinson, Emmet and Jackson Counties. He explained Jackson County was at an average unemployment rate of 2.9 percent, Martin County at 3.5 percent, Cottonwood County at 3.6 percent, Nobles at 2.6 percent, Dickinson at 3.2 percent and Emmet County at 2.7 percent. Nelson pointed out those statistics show that not just Jackson County is seeing a low unemployment rate, but the surrounding Counties where people are commuting from to Jackson are also seeing a low unemployment rate.

Nelson said surrounding communities, such as Windom for instance, have similar numbers as Jackson's in terms of a lot of inflow and outflow. He said you're seeing a lot of the connectivity of the communities as far as these employment areas go.

## **Business visits**

On a regular basis, Nelson said the Economic Development Office conducts business visits both with the larger employers as well as the smaller and mid-size employers. He said some of the main things that the Economic Development Office has been hearing over the past year are concerns about housing people.

Nelson said in addition to outside businesses that are looking to potentially relocate, employment is the number one thing they are looking at when they're considering different areas according to last year's Site Selector's Guild survey. He said that's definitely something the Economic Development Office is seeing not just in the localized area, but in a lot of areas outside of Southwest Minnesota.

Specifically, Nelson said not only are the larger businesses in need of people now or potentially looking at the future, they're wondering where those people are going to stay regarding housing.

For the small to mid-size companies, Nelson explained they're looking for very specific skilled positions such as everything from mechanics to truck drivers. He said in those areas, companies are having a difficult time filling those positions. Nelson said it's not filling 20 positions, it's just one position but companies are having a difficult time filling those positions as well.

### **Housing in the Community**

Taking a look at the 2019 Housing Study that was conducted in Jackson, Nelson pointed out the study highlighted the need for the development of 20 market-rate rental units, 6 to 8 conversions as well as 12 to 14 student housing units.

Moving forward, Nelson said he wanted to talk about some of the efforts that the Economic Development Office has been trying to do to address these issues.

On the housing front, Nelson said the EDA has been working to identify a site to develop and, in turn, attract a developer to work on another market rate rental project whether they be apartments or townhomes. He explained the biggest thing employers have been requesting is unrestricted housing as a lot of the different positions in our community are higher paid compared to some of the different restricted housing areas.

Nelson said the EDA has been assisting with the development of affordable retiree housing. He said specifically the EDA has been recently partnering with a contractor out of Mankato to try and connect them with interested buyers for single family retiree housing for those who want to downsize. Nelson said they want to make sure the housing is affordable for retirees while also hopefully freeing up some existing stock for other types of housing for people in town.

Nelson reported the Economic Development Office has been working for a while to assist with the redevelopment of a property in Jackson for student housing. He noted student housing was another one of the big things talked about in the Housing Survey and Minnesota West has communicated with the Economic Development Office. Nelson said student housing would be a great asset for people to come to our community especially with the welding and lineman programs that are pulling students from outside the region.

Nelson noted being able to have the ability to have those students housed in our community during their time in school will hopefully, in turn, increase the likelihood that those people will stay in the community. With that project as well, Nelson said it's hoped to develop a partnership with AGCO who has a number of interns in the summer that come through the community and currently are staying outside of Jackson during the summertime. He said the hope would be to have those interns stay in town during the summer, once again increasing the likelihood of them staying in our community.

### **Small Cities Development Grant Program and Rebuilding Together**

Nelson said the Economic Development Office is continually promoting the Small Cities Development Grant Program which provides assistance for current fix-ups of homes. He explained a new area the Economic Development Office is looking to address with existing stock is a program called "Rebuilding Together".

Nelson said if the Mayor and Councilmembers have not seen the announcement, there will be a Community Housing Forum at the Pizza Ranch in Jackson on Thursday, January 23<sup>rd</sup> from 6 p.m. to 8 p.m. He said the forum will be hosted by the Rebuilding Together organization which is based out of the Twin Cities. Nelson explained Rebuilding Together organizes volunteer fix-up days very similar to what Habitat for Humanity does, but instead of focusing on building new homes, Rebuilding Together focuses on existing projects such as ramps, windows, painting projects and such.

Nelson said the public will be encouraged to attend the Community Housing Forum on January 23<sup>rd</sup>. He noted there will be a meal provided for those that attend. At the Housing Forum, Nelson said they will be looking for feedback from the community on what types of things they'd like to see. He said hopefully the result will be that Rebuilding Together opens a satellite office to serve Nobles, Cottonwood and Jackson Counties.

### **Potential County-Wide Abatement Program**

Another item regarding housing, Nelson said another effort to continually promote the subdivision that he was approached about by a neighboring community is looking at a potential County-wide abatement program. Nelson said he'll be bringing a full proposal to the City Council at a later date. He said he wanted to make the Council aware that the Economic Development Office has been looking at and working with a number of the City Clerks and Mayors in other communities.

Nelson said similar programs are in Pipestone, Rock, Nobles and Cottonwood Counties. He explained essentially what they offer for any new housing being built anywhere in the entire County, is a five-year abatement for that new housing with the County, City and the School District all involved. Nelson said initially he's looking a little bit more into it. He said he would like to have that be rolled into a more comprehensive plan towards pushing more development in the subdivisions such as retiree housing and such.

Nelson said looking at some numbers initially, from 2005 to 2015, the City of Windom saw 1.6 houses being built per year. He noted when they enacted the abatement program, the City of Windom saw the construction of new homes increase to 2.98 houses per year from 2015 to 2018. Nelson said he would like to look more into the program to see some of the different ways Windom was able to find that and make that successful. He said that's another way the Economic Development Office is looking to move forward with housing.

### **Commercial Businesses in the Community**

Nelson said another facet has been looking a lot more at commercial businesses in the community. He said besides obviously the larger manufacturers and employers in the community, a lot of the commercial areas not only provide jobs but also livability. Nelson said the Economic Development Office is looking at how can we increase the livability of the community and attract more people to live and stay in Jackson. He said some of those efforts include the Facade Improvement Program that the City Council has been a supporter of with \$25,000 being committed last year. Nelson pointed out roughly \$35,000 of private investment was made to the \$25,000 of public funds with seven projects being funded. Nelson said not all of the projects have been completed yet as one of the big issues we have in the area is the lack of contractors so some of the projects are still waiting to be done.

Nelson reported the Business Challenge has seven different applicants to the program this year with five of those contestants being moved on to the second round.

Nelson said with that, we've seen a vacancy for a while in a number of buildings downtown. He said with a lot of drummed up activity within the last month, a number of those buildings have all actually been sold. Nelson said the buildings that have been sold include the former New China Restaurant building, the former Sacred Heart Clinic building as well as the building that Schrader Consulting Services was formerly located in. He said all of those buildings have been sold in the last month or two. Nelson said it's very exciting to see a lot more activity with people focusing on those businesses that not only provide a couple of jobs in town, but really provide a lot of those livability assets.

Nelson reported the JEDC (Jackson Economic Development Corporation) has been taking more effort looking at the commercial side where historically they have looked at a lot more industrial in the past. He said the JEDC has been looking at new ways to encourage commercial development near the interstate and the liquor store.

### **Live 60/90, Pick Perry and Live Wide Open Campaigns**

Nelson said other efforts the Economic Development Office has been looking at is the “Live 60/90” which is a collaboration between Cottonwood and Nobles Counties. He said the Economic Development Office has been focusing on trying to promote the livability in our community and seeing how that can be pushed forward. Nelson said right now, he thinks it’s kind of a stalled effort but would like to look at it again. He said some examples of communities that have been successful with this include Perry, Indiana who have a “Pick Perry” campaign which has been very successful in drumming up a lot of local pride in their community and a lot of people advocating in getting others to move back to the region. Nelson said “Live Wide Open” in west central Minnesota has been a successful campaign which has been one way a community has been able to really highlight the things that are good in their community and help employers as they work to draw people to their community.

### **Jackson Area Young Professionals**

Nelson reported the Jackson Area Young Professionals was started four months ago. He said attendance has ranged from seven to 40 people at the Young Professionals events. Nelson said the Economic Development Office continues to look at ways to connect those young professionals to the community. He explained the premise of the Jackson Area Young Professionals is to try and connect the people who aren’t from our community with others from the community. Nelson said a lot of times people will move out of the area if they don’t find a connection. He said hopefully if those people are able to find some friends and be involved in the community, they’re a lot more likely to stay in the community.



## **Talent Integration**

Nelson said Talent Integration is a company the Economic Development Office has been working with as well. He explained Talent Integration is looking to bring talent from outside of the region. Nelson said a lot of the local recruiting agencies that work in the community primarily focus on promoting jobs in the community and don't really do anything to target areas outside the community. Nelson said it's been a priority of his to focus and try to find some partnerships that he can bring to the businesses in the community to help access people outside of our 45-minute travel area which is obviously a highly employed area.

Nelson said there are a number of different efforts the Economic Development Office is doing. He said as always, he's open for any questions from the City Council now and anytime during the day that any members of the Council or Mayor would like to ask him.

Mayor Walter asked the Council if anyone had any questions for Nelson.

Hearing no questions, Mayor Walter thanked Nelson for his very informative report and all the work that's he's doing.

Mayor Walter noted that Economic Development Office Administrative Assistant Trish Porter fell recently and broke her leg.

Nelson said Porter unfortunately broke her leg from falling on the ice and will be working from home over the next couple of weeks while she recovers. He said luckily Porter is able to do some work remotely and keep the Economic Development Office moving.

## **ASHLEY PARK ELECTRICAL BID – M & H ELECTRIC**

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Skaret explained the Park Board is looking at getting started with some of the interior work in the Ashley Park Shelter House that can be done during the winter months. He said that involves the electrical and plumbing work.

Skaret said the Park Board is still waiting for bids for the plumbing work. He said one bid for \$7,000 has been received for the electrical work from M & H Electric.

Skaret referred to the list in the Council's information packet that outlines what the bid from M & H Electric includes. He said it basically includes installing eight new interior lights, two ceiling fans with cages, the controls for the fans, three outside lights, an outlet for the hot water heater, seven new outlets with a total of 11 circuits so each plug has its own breaker so we don't have to play the game of figuring out which breaker operates which light and people calling City Hall saying none of the shelter house lights work. He said that will straighten out the breaker box at the shelter house.

Skaret said Street Superintendent Phil Markman has made numerous attempts to contact other electricians and others that have looked at the building in the past, but so far, the only bid the City has received is from M & H Electric.

Skaret said ideally the Park Board would like more than one bid, but they don't want to wait all winter and lose out on precious time when some of this indoor work could be done. He said the Park Board's recommendation is to move forward with the bid from M & H Electric. Skaret explained the bid from M & H Electric still keeps the shelter house project within the overall project budget that the Park Board established at \$45,000 between the electrical, plumbing and outside work that needs to be done.

Madden asked how long ago was it that bids were sought.

Markman said he contacted three different electrical vendors probably two-and-a-half months ago and also contacted two plumbing contractors and hasn't heard back from them. Markman said he stopped by one plumbing contractor's place of business on January 14<sup>th</sup> and staff members said they would have someone call him as soon as he returned to the shop. Markman said he's still waiting for a response.

**ANDERSON/CUSHMAN moved and it was unanimously carried to approve the bid from M & H Electric in the amount of \$7,000 as recommended by the Park Board for the electrical work in the Ashley Park Shelter House.**

## **WAPA ADMINISTRATIVE SERVICES CONTRACT 2021 – 2050**

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Skaret explained there is an Administrative Services Contract that MRES (Missouri River Energy Services) has with WAPA (Western Area Power Administration) to do a lot of the administrative work for the MRES members between WAPA and the City of Jackson. Skaret said the Administrative Services Contract between WAPA and the City of Jackson expires on December 31, 2020.

Skaret said there is a 30-year contract that's been proposed that basically allows Missouri River Energy to continue providing the administrative services as a liaison between WAPA and the City of Jackson.

Skaret said right now the City of Jackson receives just one bill for the power supply services provided to the City. He explained the City has multiple sources of electric power. Skaret said the City gets electric power from WAPA, MRES, and there are a number of different sources of power within MRES. He said they provide the City of Jackson with coal power, wind and solar. Skaret said the City receives just one bill per month that the City doesn't actually write an actual check to WAPA. He explained the check the City writes goes to MRES and MRES has the payment arrangement with WAPA.

Skaret said what the proposed contract would do is allow MRES to continue to provide these administrative services related to WAPA for the next 30 years.

Cushman asked about entering into a contract for that long of a time. He said he understands the idea behind the length of the contract but asked if the City could get out of the contract at some point if the City needed to.

City Attorney Brad Anderson said there is a two-year window where either party can give notice that they want to terminate the contract. He said it's not untypical for electric power companies to have a contract of this length. Attorney Anderson noted this is more of an administrative services contract. He anticipates a lot of the pages of contract in the agreement is a Federal requirement coming from WAPA. Attorney Anderson said the proposed contract allows MRES to do the combined billing and saves the City from having to deal with that paperwork. He said he's sure the City pays for the service some place but he doesn't see in the contract specifically where the City actually pays them a fee to do it. Attorney Anderson noted there is a two-year window for either party to terminate the contract.

Schoenrock said he thinks the City's power contract with MRES is until 2040-something. He said the contracts regarding this type of thing are generally 20 or 25 years.

Attorney Anderson said a lengthy contract regarding electric utilities is not uncommon. He explained at one time the longer contracts were done to protect the City in case of power supply costs going up. Attorney Anderson said the longer contracts provided the opportunity to lock in the electric cost so the City could go on and manage their electric system. But he said a lot of things have changed in the last ten years and power costs have actually gone down.

Madden said on the open market, electric power rates have really dropped over the last few years. He said it's a two-headed monster on these long contracts. Madden noted you lock in your rates so you know what you have. He said most energy resources tend to go up. Madden said it's the way things have worked out on demand.

Madden pointed out as was mentioned earlier, this contract doesn't even relate to power supply, it's just administrative services. He said he wouldn't be too afraid to enter into the WAPA Administrative Services Contract.

**SCHOENROCK/CUSHMAN moved and it was unanimously carried to approve the WAPA Power Administrative Services Agreement for the term of January 1, 2021 to December 31, 2050.**

#### **MOTION TO NOT WAIVE LIABILITY INSURANCE TORT LIMITS**

Skaret explained this is something the City Council does every year. He said right now the City is in the process of renewing their Property, Liability and Workers Compensation insurance through the League of Minnesota Cities Insurance Trust.

Skaret said there is always a box the City needs to check off as part of the process which is the "Liability Coverage Waiver Form". He explained within the policy there is a statutory tort limit of \$500,000 maximum on any claim to which people could sue the City for. Skaret said if the City wants to waive that limit, then the limit would be \$2 million per claim.

Skaret said the City Council needs to decide if the City wants to limit the liability against the City at \$500,000 or increase it to \$2 million.

City Attorney Anderson said he doesn't know of any good reason to do that. He advised the City Council definitely do not waive the tort liability.

**SCHOENROCK/MADDEN moved and it was unanimously carried to approve the motion to not waive the monetary limits on municipal tort liability.**

### **SEARCHABLE INTERNET CITY CODE OF ORDINANCES PROPOSAL**

Skaret explained a person can find the City's ordinances on the City's website but right now it's an outdated version. He said there's a long pdf document on the City's website that's several hundred pages in length. Skaret said if a person wants to look at the ordinances, they have to scroll through hundreds of pdf pages and hopefully the person can find what they're looking for. Otherwise, Skaret said people can call City Clerk Maschoff who can tell the person about the ordinance they're looking for.

Skaret said there is a way to modernize this process and it is pretty low cost in his opinion. He said American Legal Publishing is the company that puts together the City's Code Books that has all the City's ordinances in them. Skaret said American Legal Publishing also does the conversion of the ordinances to a searchable online format which would be a lot more user friendly than relying on the big long documents and the big heavy books.

Skaret said American Legal Publishing can convert the City's ordinances to a searchable format for \$695 on a one-time fee. He said after that, there is a \$450 annual hosting fee for the service plus there is a \$1.95 per page for future updates.

Skaret explained the Finance Committee discussed the proposal from American Legal Publishing to convert the ordinances to a searchable online format prior to the City Council meeting and is recommending to approve the conversion. He said it would modernize that portion of the City's website and make it a lot more user friendly for folks.

Cushman noted the conversion breaks the ordinances down by categories so it really becomes a real good search engine if someone wants to look up something. He said it seems to him going forward it makes sense.

Skaret explained a person could go to the City's website and click on where it says City Ordinances. He said then there's a tab going down the whole left side of the screen which would outline all the different chapters. Skaret said, for example, if someone wanted to look up Public Works, the person could just click on that tab and they would see the ordinances relating to Public Works. He said then you wouldn't have to scroll through all the Zoning, City Charter, Administrative Chapters and all the other chapters that are in the Code Book. Skaret said with the conversion of the Code Book, a person could go right to what they are looking for.

Cushman noted a person also wouldn't have to carry around those big Code Books anymore.

**ANDERSON/MADDEN moved and it was unanimously carried to approve the proposal from American Legal Publishing for updating and converting the City's Ordinances on the City's website.**

#### **RESOLUTION NO. 03-0120 APPROVING 2020 NON-GENERAL FUND BUDGETS**

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Skaret said the budget the City Council typically talks about is the General Fund Budget. He explained that's the budget that funds the general operations of the City. Skaret noted that budget was approved back in December.

Skaret said what's before the City Council at the January 21<sup>st</sup> meeting is basically the Non-General Fund Budgets. He explained it's special revenue funds like the library and a number of TIF funds that's basically just revenue coming in and coming out, really more of a pass-through on the books. Skaret said the City also has their bond funds that the City makes their debt payments for past projects such as street projects and such.

Skaret said the City also has their Enterprise Funds such as the Water, Sewer and Electric Funds, Airport Fund and EDA Fund. He said those are really user fee funds that are supported by non-tax dollars. Skaret noted the expenditures for those Funds that come before the Council are more project based. He said the Finance Committee reviewed those funds also and all of the City's Funds are in pretty good shape right now. Skaret pointed out he noted on the Resolution that some of these Funds do include a depreciation expense like the Electric, Water and Sewer. He explained the City has to show depreciation on the books even though it's not an actual check that the City is writing. Skaret said that's shown on the City's books. He said on the expenditures sometimes that gets a little misleading because it will show as an expenditure but technically it's not.

On the revenues, Skaret said we always project conservatively. He said all of the City's Funds are in good shape. Skaret said the City has adjusted their rates. He noted we are in year three of the three-year phase-in of the City's water and sewer rates.

Regarding the Electric Fund, Skaret said the electric rate study was done this past year and it's anticipated the City will be able to keep the electric rates steady during the next five years.

Regarding the Liquor Store, Skaret the new Liquor Store is doing very well so far.

Skaret said the auditors always like to see the City have a budget for the non-General Funds too. He said it also shows transparency.

**CUSHMAN/SCHOENROCK moved and it was unanimously carried to approve Resolution No. 03-0120 approving the 2020 Non-General Fund Budgets.**

**Other:**

### **Keep Fire Hydrants cleared of snow – Alderman Dave Cushman**

Will all the snow that's fallen, Cushman asked if residents could keep fire hydrants uncovered if they have the capability. He said he's seen that on a lot of the City's electrical boxes there's a marker, flag or a pole. Cushman said he's not seen those markers in certain areas on the fire hydrants and asked if that's something the City should be looking into.

Markman said the Water Department has markers on some fire hydrants. He said sometimes the markers can be in the way when firefighters need to open the hydrant. Markman said there are markers that are made specifically for fire hydrants.

Cushman said he was just curious. He noted he has a fire hydrant by his house and he knows it's there. Cushman said he doesn't know where it's at right now because of the snow cover. He said he knows the Fire Department members will find it.

Cushman said if residents can help clear snow from the fire hydrants, it will help firefighters know where they are at.

Markman said the Water Department usually goes out and tries to clear the snow away from the fire hydrants. He said Sentence to Serve also usually goes out to help clear snow away from the fire hydrants.

Regarding the markers, Markman said there are probably newer style flags that would be available that wouldn't be in the way of firefighters if a hydrant needed to be opened up.

Cushman said markers for the fire hydrants are maybe something to be looked at for the following year.

Skaret said he would mention about markers for the fire hydrants at the City Department Head's meeting on January 22<sup>nd</sup>.

### **Ambulance Department Statistics**

Schoenrock commented on the statistics compiled by Ambulance Department Director Michael Muchlinski regarding the calls for service and operations of the Ambulance during 2019. The Ambulance Report was distributed to Mayor Walter and City Councilmembers prior to the Council meeting.

Schoenrock noted the detailed breakdown of the calls and operations in the report. He said it was very interesting.

Schoenrock noted sometimes it's discussed about the expense of the Ambulance Service and the cost when purchasing a new ambulance or equipment. He pointed out there were 721 ambulance calls in Jackson during 2019. Schoenrock noted the report detailed the miles driven with the ambulance and the hours of ambulance personnel on call.



Schoenrock thanked Muchlinski and Assistant Ambulance Director Carey Simmons for compiling the report and didn't want to see that work go by unnoticed. He said it is appreciated for sure.

Markman noted the Ambulance Department had four calls all at the same time on January 20<sup>th</sup>. He said the Ambulance Department had to call for mutual aid because there weren't enough ambulances available in Jackson since they were all in use. He said there were two transfers and two ambulance runs all occurring at the same time.

Skaret said at one point, all the Jackson Ambulances were out on calls and there was another call in Jackson so they had to rely on mutual aid from the Lakefield Ambulance. He said the Jackson Ambulance Department is in dire need of more EMT's and EMR's. Skaret said the Ambulance Department provides an incredible service and they do a great job but they need more help. He said if anyone knows of someone who would be a good candidate to serve with the Ambulance Department to have them get in touch with Ambulance Director Mike Muchlinski.

Schoenrock said he doesn't know if everybody in town even knows this, but he can't remember the last time a tax dollar has been put into the Ambulance Service. He said not a penny of our citizen's money has gone into the Ambulance Service. Schoenrock said the Ambulance Service is fully self-functioning and have great financials. He said it's just another attribute to the Ambulance Service being well run. Schoenrock noted in some cities the Ambulance Service is very expensive to operate.

Skaret noted some Cities' Ambulance Departments are part of their General Fund.

### **City Administrator Matt Skaret**

Skaret said he wanted to commend the Ambulance Department for their excellent work during 2019 and the report they submitted. He encouraged the Mayor and Councilmembers to take the report home and review it more thoroughly.

Skaret said he wanted to commend Street Superintendent Phil Markman and the Street Department personnel for all their hard work over the past weekend to keep the streets clear of snow. He said there were tough conditions but the Street Department crew did a great job again.

Markman thanked Skaret and said he would pass the comments on to the rest of the Street Department personnel.

Skaret said he wanted to give the Mayor and Council an update on the airport. He reported he and Engineer Eric Hanson of HDR had personal meetings with both of the landowners that would be affected by the airport runway project and that the City would need to acquire land from.

Skaret said the second meeting with one of the landowners was held on January 17<sup>th</sup>. He explained Hanson braved a blizzard and drove to Jackson from Sioux Falls and they met with one of the landowners on Friday morning.

Skaret said there was some misinformation out there about the plans earlier so he and Hanson wanted to get the landowners updated on what was actually being proposed.

Skaret said the landowners have updated copies of the maps that show where the land is located that needs to be acquired and what the process would be going forward.

Skaret said he thinks both meetings with the landowners were very productive and very helpful to at least get everyone on the same page. He said there was some misinformation that had been released before and it was causing some heartburn.

Skaret said he thinks the meetings with the landowners went very well. He noted obviously no one has signed on any dotted lines yet or agreed to anything, but no one has slammed the door yet either. Skaret said he thinks that plans will be able to continue moving forward at this point.

Skaret pointed out a copy of the Park Board's Capital Improvement Plan. He said the Park Board has worked hard on putting together a Capital Improvement Plan for the City's parks. He said there's kind of a rough draft that was included in the City Council's packets for their review. Skaret said going forward, the Park Board does have a plan taking care of at least the basic safety things that were recommended from the inspection earlier this summer.

## **Mayor Wayne Walter**

Mayor Walter said he wanted to thank Street Superintendent Phil Markman and the City crew for cleaning the streets of snow the way they did and as efficiently as they did.

## **ADJOURNMENT**

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**With no further business, SCHOENROCK/ANDERSON moved and it was unanimously carried to adjourn the City Council meeting at 7:12 p.m.**

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**David A. Maschoff, Council Secretary**

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**Wayne Walter, Mayor**

