

January 31, 2022  
Jackson, Minnesota

The Jackson City Council met in regular session in the Council Chambers of City Hall and also by Teleconference and Zoom at 6:30 p.m. on Monday, January 31, 2022 with the meeting called to order by Mayor Wayne Walter. The meeting was held on Monday, January 31<sup>st</sup> instead of Tuesday, February 1<sup>st</sup> because of Minnesota's Precinct Caucuses being held on February 1<sup>st</sup>, 2022. On the roll call, the following persons were present in-person, Mayor Wayne Walter and Aldermen Michael More, Chris Vee, Brandon Finck, Marcus Polz and Dave Cushman. Also attending in-person were City Administrator Matt Skaret, Jackson Fire Chief Dave Bond, Jackson Fire Department Assistant Fire Chief and Park Board Chairman Michael Haeffner, Josh Fields of the Jackson Fire Department, Engineer Eric Hanson of HDR, Southwest Minnesota Region Program Manager Galen Kauffman of Rebuilding Together, Community and Business Development Specialist Dave Schmidt of Community and Economic Development Associates (CEDA), Luke Ewald of Des Moines Valley Health and Human Services, City Clerk/Council Secretary Dave Maschoff, Joshua Schuetz of the Jackson County Pilot and Mathew Grisham of KKOJ/KUXX Radio. Joining the meeting via Zoom was City Attorney Brad Anderson and Alderman Nathan Peterson who listened and commented but did not vote on any Council action items. (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 in-person except for Alderman Nathan Peterson and City Attorney Brad Anderson who were joining the Council meeting via Zoom. Mayor Walter noted Alderman Peterson could listen to the meeting and offer his opinions via Zoom, but would not be able to vote on any Council action items.

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

## **CONSENT AGENDA**

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

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

## **Council Discussion Items**

### **GALEN KAUFFMAN – REBUILDING TOGETHER INTRODUCTION AND UPDATE**

Galen Kauffman, Southwest Minnesota Region Program Manager of Rebuilding Together, thanked Mayor Walter and City Administrator Matt Skaret for the opportunity to share information about Rebuilding Together Minnesota.

Kauffman said Rebuilding Together began 28 years ago with the simple act of neighbors helping neighbors. He said it has grown into a national non-profit with approximately 130 affiliates scattered across the U.S. Kauffman said this includes Rebuilding Together Minnesota which has been in the metro area for 24 years and recently expanded into outstate Minnesota adding a southwest office to offer services and opportunities in the tri-county area of Cottonwood, Jackson and Nobles Counties.

Kauffman said Rebuilding Together's mission is repairing homes, revitalizing communities and rebuilding lives. He explained Rebuilding Together believes that everyone should be able to live in a home where they feel safe and comfortable. Kauffman said that's maybe not quite up there with life, liberty and the pursuit of happiness, but if you think about it, it's pretty close. He noted living where you're safe and comfortable.

Kauffman said Rebuilding Together works year-round to serve low-income homeowners who are seniors, individuals living with disabilities, families with children and veterans.

Kauffman said Rebuilding Together provides opportunities for community involvement and for neighborhood improvement knowing that in rural Minnesota, a neighborhood might be a township as well as a City block or street.

Kauffman said most of what Rebuilding Together does falls under two of their programs. He said their Safe at Home Program provides for home safety and fall prevention including custom designed accessibility ramps for older adults or those living with a disability.

Kauffman added that committed volunteer teams also offer interior installations such as grab bars in bathrooms, handrails for basement stairs, smoke and carbon monoxide detectors, motion sensor lighting and other updates that allows senior citizens to safely age in place.

Kauffman explained Rebuilding Together's Home Repair Program includes interior improvements and exterior siding, windows and landscaping using dedicated volunteer crews. He said the Home Repair Program also provides contractor delivered services for essential systems such as electrical, plumbing and roofs.

Kauffman said all the work Rebuilding Together does goes through two screens. He said one is an income screen and the other requirement is that the client must own and live in their home.

Kauffman said virtually everything Rebuilding Together does is at no cost to the homeowner.

Kauffman noted the Southwest Minnesota Office of Rebuilding Together is funded primarily by grants focusing on rural development that includes inside City limits. He said as far as the government is concerned the entire county of Jackson County is a rural area including inside the City.

Kauffman explained the grants are sometimes Federal grants like USDA or HUD and sometimes they're State grants like the Minnesota Housing Finance Agency and sometimes they're local grants. He said there are also grants from corporate and private foundations. Kauffman said Rebuilding Together also does some fundraising as well. He said it's hoped individuals can see the work that Rebuilding Together does as a worthy cause and help fund that part of their budget.

Kauffman said he also wanted to mention Rebuilding Together's recently modified action plan for their work in Southwest Minnesota. He said Rebuilding Together started out planning to do everything on a three-county level. But Kauffman said they found that to be a bit unwieldy. So, he said Rebuilding Together decided to decentralize a little bit and have each county have its own Fall Rebuilding Day. Kauffman explained each county will have a committee to plan their Fall Rebuilding Day, design their budget, get applications submitted, help choose hopefully three or four projects, seek volunteers and support the volunteers on the day of the project.

Kauffman said the City of Jackson could help Rebuilding Together in two ways. He explained some of the help needed is to assist Rebuilding Together in making connections.

Kauffman said first of all, Rebuilding Together needs applications. He said they have three different applications. Kauffman said one application is for home repair, another for roofing replacement and one for safe at home for the installation of handrails and items like that.

Kauffman said Rebuilding Together needs help getting those applications out to interested residents and then having them returned. He explained here's where the Mayor and City Councilmembers may assist because they may know people such as their parents, grandparents, neighbors or friends who may be the very people that Rebuilding Together wants to help and work for.

Kauffman said once the applications are received, Rebuilding Together needs volunteers to make those projects a reality. He said Rebuilding Together is not asking for a set commitment. Kauffman said people these days don't want to commit to every other Saturday or something like that. He said they are looking for people that are willing to be put on a call list, a call list that could be called up by twos or threes for small projects or a larger number for larger projects. Kauffman said they would like to be able to go down the list and call people until they have enough volunteers available to do a project.

Right now, Kauffman said Rebuilding Together is especially needing volunteers to be part of their Jackson County Fall Rebuilding Day Committee. He said three or four people are needed who can catch the vision of what they want to do and recruit six to 10 more people and run with it. Kauffman noted Luke Ewald is one of the first key people that have volunteered to serve on the Committee in Jackson County.

Ewald said at Public Health, there are patients and clients that have been taking advantage of the Rebuilding Together programs. He said Public Health has information about the Rebuilding Together Program on their website. Ewald said it's a good program and he thinks it will make a difference. He said patients and clients of Public Health are using the Rebuilding Together programs in Jackson County.

Kauffman noted Rebuilding Together has a three-county advisory team that meets once a month. He said Jackson County's advisory team members include Matt Skaret, Luke Ewald and Dave Schmidt.

Kauffman outlined what projects have been going on or are being planned in Jackson County. He noted Rebuilding Together did two roof projects in the City of Jackson. Kauffman said one roof was replaced on a residence across the river from City Hall and another roof was replaced on a residence of a 93-year-old veteran who could literally look up and see out of the peak of his roof. He noted that veteran's application was filled out by Jeffrey Gay, our recently departed colleague. Kauffman said the Rebuilding Together Program also repaired a four-inch cast iron drain pipe that had rusted through right below the toilet in a house. He said that not only was a plumbing problem, it was also a health problem as well.

Kauffman said Rebuilding Together installed one ramp in Jackson County for a veteran. He said they did one Safe at Home installation with the installing of a grab-bar in the bathroom and some railing on a front porch.

Kauffman said Rebuilding Together has one contract out for a window replacement. He noted the window manufacturers are six months out in delivering windows. Kauffman said the window has been on order and it's hoped it will arrive in February or March and the contractor will get it installed.

Kauffman said Rebuilding Together has six previews completed. He explained when they receive an application for a project, a letter is written to the person that submitted the application thanking them for their submission. Kauffman said the application is then processed and reviewed. He said the projects that appear to be the most urgent or can be easily done are selected. Kauffman said then the person that submitted the application is contacted to see if Rebuilding Together officials can come and visit their residence to see what needs to be done. Kauffman said six previews have been completed and there are applications that need to be previewed.

Regarding donations, Kauffman said there are some private and local foundations that have donated to the Rebuilding Together Program. He noted they received a \$3,500 grant from the Jackson Healthcare Foundation specifically for installing a ramp for a veteran. Kauffman said \$3,500 is approximately the cost for an aluminum ramp.

Kauffman said he had spoken to the Jackson Kiwanis Club who approved a grant of \$250 to Rebuilding Together. He said Federated Rural Electric Cooperative has also invited Rebuilding Together to apply to be a beneficiary of Federated's Round-Up Program.

Kauffman said the other thing that Rebuilding Together likes to do, and has done in Jackson, is build partnerships. He said earlier this month, officials from Rebuilding Together held a Zoom meeting with the Human Resource Manager from AGCO. Kauffman said they had a wonderful conversation where they looked at ways that Rebuilding Together can benefit AGCO and AGCO can benefit the work of Rebuilding Together.

Kauffman said Rebuilding Together also partners with non-profit organizations such as Des Moines Valley Health and Human Services. He said that's exactly the kind of help connections Rebuilding Together needs.

Kauffman said Rebuilding Together also partners with the United Community Action Partnership. He said they like those types of partnerships. Kauffman said Rebuilding Together is also in the process of joining the Jackson Area Chamber of Commerce to see what resources can be used.

Kauffman said the urgent need in Jackson right now is coordinating the Rebuilding Day event. He said the Rebuilding Day event is an eight-month process so the Rebuilding Day Committee needs to start to get things going. Kauffman said if the Mayor or Councilmembers know of anybody that might be interested in tying into the Rebuilding Day event, tell them to get a hold of him. He said Rebuilding Together needs people who are excited. Kauffman said Rebuilding Together really needs the City's help in recruiting volunteers. He said if the Mayor or Councilmembers know of anyone that may be interested, to please contact him.

Kauffman asked if anyone had any questions.

Skaret asked if the projects are free for those that qualify for the Rebuilding Together Program.

Kauffman said the projects are free for qualifying residents. However, he said if money is used from the Minnesota Housing Finance Agency and it's over \$2,500, the client has to sign a loan paper. Kauffman said technically it's a loan that gets registered with the County, but it's a loan with no interest and no payments and after five years it's all paid off. He said it's a deferred loan with no interest, no payments and entirely forgivable. Kauffman said signing the loan paper is what's required by the Minnesota Housing Finance Agency for projects over \$2,500.

Mayor Walter thanked Kauffman for his presentation.

## **AIRPORT RUNWAY RECONSTRUCTION PROJECT UPDATE: APPROVING PLANS AND SPECS AND AUTHORIZE ADVERTISING FOR BIDS**

Engineer Eric Hanson of HDR said the plans and specifications for the Airport Runway Reconstruction Project are completed and have been submitted to the FAA (Federal Aviation Administration). He noted this is the fourth week the plans and specs have been at the FAA. Hanson said he's waiting for comments regarding the plans and specs from the FAA.

Hanson said the initial plan was to have a bid opening the second week of March. He said he spoke with the FAA a week ago and since the FAA is on a continuing resolution and they don't have a budget, they prefer the City of Jackson hold off for a month or so. Hanson said at this point, they are just waiting.

Hanson said Congress is voting on February 8<sup>th</sup> and it's anticipated the FAA will be funded through the end of the year. He said after that, the FAA will give the City some more direction of when they want the City to bid the Airport Runway Reconstruction Project.

Regarding the project, Hanson explained about nine feet of fill will be needed on the north end of the new parallel runway. Because of that, Hanson noted HDR's technical sub-consultants said the fill will need to sit for four or five weeks just so things can consolidate. Hanson said ideally the fill would be installed this fall or coming winter and paving completed in the spring of 2023. He said the contractor could also choose to do everything in 2023 by starting with the dirt work in the spring, let the fill sit and then pave it in August. Hanson said there's plenty of time to complete the work in one construction season if that's the way things work out.

Hanson said what's being requested from the City Council is that once the FAA gives the go-ahead to proceed that the City can begin advertising for bids. He said they will be bidding asphalt and concrete alternates which is something the Airport Commission asked HDR to do.

Mayor Walter asked for a motion.

**POLZ/FINCK moved and it was unanimously carried to approve the plans and specifications for the Airport Runway Reconstruction Project contingent upon FAA (Federal Aviation Administration) approval and authorize advertising for bids per FAA direction.**

**AIRPORT COMMISSION RECOMMENDATION: APPROVE ENGINEERING SERVICES AGREEMENT WITH HDR, INCORPORATED PERTAINING TO UPDATING THE AIRPORT ZONING ORDINANCE**

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Engineer Eric Hanson of HDR explained shifting the new runway to the northeast of the current runway will also mean an adjustment in the airport zoning to the northeast.



Hanson said the Jackson Airport Zoning Ordinance was originally adopted in 1978. He said some of the zoning distances established in 1978 have actually changed and are less. Hanson said, under the current ordinance, there's a 6,000 foot arc off the end of each runway. He said now, under the current rules, there would need to be a 5,000 foot arc on each end of the runway bringing the zoning in about 1,000 feet on both ends and resulting in a little less impact to surrounding property. Hanson said the safety zones will be changed. He said Safety Zone "A", directly off the end of the runway, prohibits the construction of any buildings in that zone. Hanson said Safety Zone "A" will have to shifted a little bit to the east. He said updating the airport zoning is one of the things that needs to be done as part of the new Airport Layout Plan and alignment and is a requirement of the Minnesota Department of Transportation Aeronautics to protect the airport's air space.

Polz noted the cost for rezoning is \$40,000 with 75 percent of the cost covered by a MnDOT grant and the City's cost roughly \$10,000.

Hanson said that was correct. He said the Joint Airport Zoning Board that was established in the past will need to be reconvened. Hanson said if the members of the Airport Zoning Board can't be found, then the City, County and the Townships that will be affected by the airport zoning can have members serve on the Airport Zoning Board. Hanson said the Airport Zoning Board will have to meet and kick off the process. He said zoning maps will need to be updated. Hanson said MnDOT has a zoning ordinance template that can be followed to update the Jackson Airport's zoning. He said two public hearings will be held along with probably four or five Airport Zoning Board meetings. Hanson said considering the required publications and MnDOT's review of the zoning changes, it will probably take nine to 12 months before the new airport zoning is finalized.

Cushman said he would think with all the leg work that has been done over the past couple of years, that any past hard-feelings or unknowns by property owners around the airport have been addressed with the new Airport Runway Reconstruction Plan.

Hanson said he thinks those concerns have been addressed.

Hanson said lengthy discussions have been held with those that expressed strong opposition to the airport project in the past and he thinks they are comfortable with the current plans. He said they know that once the new runway is built, that's it and it can't be extended anymore. Hanson said the airport is not going to affect more land and the runway is not going to be realigned and cut farms in half. Hanson said hopefully the airport rezoning is a fairly painless process.

Mayor Walter asked for a motion.

**POLZ/CUSHMAN moved and it was unanimously carried to approve the Engineering Services Agreement with HDR for updating the Airport Zoning Ordinance.**

#### **AIRPORT RESCUE GRANT AGREEMENT**

City Administrator Skaret explained the Airport Rescue Grant Agreement is an agreement that the City is required to complete and execute in order for the City to get some of the Covid Relief money that was actually a part of the American Rescue Plan Act. He said it's actually under the title "Airport Rescue Grant".

Skaret said the City is eligible for up to \$22,000 in reimbursement for operation expenses of the airport. He explained the City Council needs to authorize the Mayor and City Administrator to execute the agreement so the City can start submitting paperwork to MnDOT (Minnesota Department of Transportation) and receive reimbursement for other operating expenses that the City hasn't been reimbursed for through the regular Maintenance and Operation Grant agreement with the State.

**POLZ/VEE moved and it was unanimously approved to authorize the Mayor and City Administrator to execute the Airport Rescue Grant Agreement with the Minnesota Department of Transportation.**

## **FIRE DEPARTMENT: AERIAL TRUCK BIDS**

Jackson Fire Chief Dave Bond said the Fire Department reached out to three different vendors to submit bids for an aerial truck. Bond said two bids were submitted. Bond said the bid from Pierce (Maqueen Emergency) was \$1,455,000 and the bid from Rosenbauer (Heinman Fire Equipment) was \$1,339,891.

Regarding the bid from Pierce, Bond said if the City paid for the truck upon completion, Pierce would give the City a discount of \$35,469 for a total price of \$1,419,531.

Regarding the bid from Rosenbauer, Bond said there were some things that the Fire Department had to change on the truck if it was decided to accept the bid from Rosenbauer. Bond explained Rosenbauer added a couple of things to the truck but the Fire Department decided to take them out and added a couple extra things to make a safer more versatile truck that the Fire Department feels would be more beneficial to the community. He said the new price from Rosenbauer came in at \$1,349,334. Bond also noted with the Rosenbauer, if the chassis is paid for upon completion, the City would receive a \$15,108 credit and upon aerial completion, it would be \$9,438 that the City would save. He said the City would save a total of \$24,546.

Bond said the price difference between the Pierce and the Rosenbauer was \$94,743 if Rosenbauer's bid was accepted.

Bond said the Fire Department members discussed it and they really feel the Rosenbauer is the better truck. He said they're both great trucks, but there's more options with the Rosenbauer truck. Bond said the Rosenbauer truck offers a better roof line for rescues and the capability to better get over parapet walls. He said the Rosenbauer also offers an exclusive feature known as the EZ Load Hosebed that the Fire Department added to provide for easier and safer loading and unloading of hoses on the side of the truck. Bond said the Fire Department added some safety features that they feel will be very beneficial.

Bond provided the Mayor and Councilmembers a rough drawing of the Rosenbauer aerial truck.

Bond said the prices from Pierce and Rosenbauer are good for maybe 60 days because prices are changing so rapidly on equipment. He said the build time for the Pierce aerial truck is roughly 13 to 14 months and Rosenbauer is saying their build time is 18 months but normally it's 14 months as well. Bond said Rosenbauer extended their build time to 18 months in case they run into some issues.

Alderman Nathan Peterson commented that he's worked with Rosenbauer in the past and they're top-notch to work with. He noted Rosenbauer is located near Sioux Falls and feels their customer service would be second to none if the City decided to accept the bid from Rosenbauer for an aerial truck. Peterson said that was his thoughts.

Bond concurred with Peterson. He pointed out the Fire Department currently has three other trucks from Rosenbauer and have had phenomenal service from them. Bond said to be perfectly honest, he thought the bid from Rosenbauer was going to be a lot higher than what they submitted. He said Rosenbauer's bid for an aerial truck was actually less expensive than the aerial truck that was demonstrated in Jackson. Bond noted that some things have been added to the proposed truck safety-wise. He said he was blown away by Rosenbauer's price.

Bond said talking with the salesman from Rosenbauer, he feels the reason the bid price from Rosenbauer came in the way it did is because Rosenbauer really wants to get this style of a truck close to their facility. Bond said Rosenbauer doesn't have a truck like this in the area. He said the closest truck of this style is probably currently about 400 miles from the Rosenbauer manufacturing plant so Jackson would be a lot closer to them. Bond said he knows Rosenbauer likes to bring people out and show them their products. He said he was asked by Rosenbauer that if Jackson has a Rosenbauer aerial truck and someone was interested in such a truck, if they could stop by Jackson and look at it. Bond said they absolutely could to help someone else out who is looking for a truck.

Bond said Rosenbauer has been phenomenal to work with and are really good people. He said in the past when the Fire Department has had issues with Rosenbauer equipment, they've been good about getting it into their shop and getting it fixed right away.

More asked Bond how long the bid from Rosenbauer is good for.

Bond said the way prices keep changing, the sooner you let them know whether the City is going to accept the bid or not, the better. He said if no price is physically locked in, Rosenbauer is not really going to guarantee any price. Bond said Pierce also said the same thing regarding their bid. Bond noted the Fairmont Fire Department was considering two fire trucks. He said they signed the contract for one truck and locked in the price. However, Bond said Fairmont waited to sign the contract for the second truck because they wanted to make some changes and because nothing was signed, the price went up again.

Alderman Michael More asked Bond where the City was at regarding funds to get the price locked down sooner than later.

Peterson asked Bond what kind of chassis the Fire Department was looking at.

Bond said it would be a Rosenbauer Commander chassis. He said it would be Rosenbauer's own chassis just like it would Pierce's own chassis as well.

Skaret noted if the City Council approves the bid from Rosenbauer, the City is for sure getting an aerial truck. Skaret said we're not just talking about it or it might happen. He said if the City Council approves accepting a bid, we're saying it will happen.

Skaret said when the Jackson Fire Relief Association goes around seeking donations for an aerial truck, they can say it is happening.

Bond said meetings have already been held and there is a group to start doing fundraising and going around and talking to businesses. He said the group has been brainstorming and have come up with some really good ideas. Bond said he thinks the group is just waiting to see if the Fire Department gets approval or not from the City Council to keep moving forward as far as the fundraising portion as well.

More said if the City is going to do it, it's been talked about for a long time.

Bond concurred that's the purchase of an aerial truck has been talked about for a long time. He said having an aerial truck in the Fire Department's fleet would add safety.

More said it would also benefit other communities around Jackson.

Vee said what if the City Council approves moving forward to purchase an aerial truck, how would you it get paid for?

Skaret said the City would be relying in large part on donations.

Polz asked if the City would be relying on \$1.2 million in donations.

Skaret said the City is not relying on that much in donations. He said basically the Finance Committee last year told the Fire Department to raise as much money as they can.

Cushman said we're entering into some unknowns. He said it's unknown what the Fire Department will be able to raise but the City Council and Finance Committee also understands the need. Cushman said there's kind of some blind faith and we're all at the edge of the cliff ready to jump off together. He said at least that's his take on it. Cushman said it's hopeful the City Council and the Fire Department can keep that commitment.

Bond said absolutely.

Cushman said the need is there. He said we have to assume that's going to happen.

Finck said the City has some funds available and there are funds that come into the Fire Department. He said it was discussed and pointed out that an aerial truck could replace a fire truck and pumper truck which were next on the list to be replaced so it's kind of a two-for-one. Finck said the Finance Committee reviewed cash flow numbers that the Fire Department annually raises. He said the purchase of an aerial truck will probably be a 20-year commitment. He said it may take an inter-fund loan which would be tracked just like the City does with their other enterprise funds.

Bond pointed out instead of looking at a 20-year truck, the Fire Department is looking at a 30-year plus unit with a new aerial truck. He said it appears the aerial trucks are built to last and are in service longer because of their price. Bond noted it's surprising even how much the price of pumper trucks has gone up.

Polz asked what the cost is for a pumper truck.

Bond said the last pumper truck purchased by the Fire Department cost close to \$400,000. He said now a new pumper truck would be over \$400,000, probably at \$450,000.

Finck said purchasing an aerial truck will handcuff the Fire Department for a period of time. He said the City just won't be able to do anything for a while regarding requests from the Fire Department.

Bond said that's the understanding the Fire Department has with the City. He said if there wasn't such a need for an aerial truck, the Fire Department wouldn't be before the City Council asking for it.

Cushman said purchase of the aerial truck takes the cost for Fire Department equipment for the next few years off the table for a while. He said this is kind of a longer-term investment, plus not looking for another truck or something else a year from now because of the need for an aerial truck.

Skaret noted the Fire Department is not adding another truck to its fleet. He said the aerial truck is essentially replacing a truck. Skaret said a fire truck that would be sold still has some value.

Bond said the value of the fire truck that would be sold is probably roughly between \$40,000 and \$45,000. He said he knows of one Fire Department that's already expressed interest in purchasing that truck.

Mayor Walter asked if any Councilmember would like to make a motion.

Cushman said a letter of understanding needs to be developed between the Fire Department and the City Council so everyone has a clear understanding of what was just done at the January 31<sup>st</sup> meeting.

Cushman asked if City Attorney Brad Anderson could put together a letter of understanding for the Fire Department and City Council. He said it would be worthwhile.

Finck noted the City Council is actually approving the bid and are committed. He said he didn't think a letter of understanding was necessary because the City is committed to the purchase of the aerial platform truck.

Skaret said when the Mayor signs the purchase order, it's done and no future City Council can change that.

Cushman said he understands that. He said he wants a letter of understanding from the Fire Department on the agreement that was approved at the January 31<sup>st</sup> City Council meeting.

Bond said he agreed with Cushman. He said we're all getting older and there will be new people coming and going.

Cushman said that's the part that we have to be aware of because Fire Chiefs change, Department Heads change along with City Councils and the Mayor.

Peterson asked if the motion was just for the purchase of the aerial truck's chassis.

Mayor Walter said the motion would be for everything. He said it would be for the complete unit.

Finck said the City is committing for \$1,349,334.

**CUSHMAN/MORE moved and it was unanimously carried to approve the bid of \$1,349,334 from Heinman Fire Equipment for the purchase of a new Rosenbauer Aerial Platform Truck.**

Bond thanked Mayor Walter and the City Councilmembers and said the Fire Department appreciates the Council's action.

**HOUSING UPDATE: ECONOMIC DEVELOPMENT COORDINATOR DAVE SCHMIDT**

Community and Business Development Specialist Dave Schmidt said he wanted to give the Mayor and City Council an update on some of the housing projects underway right now in Jackson.

Schmidt said there was one lot available in Block One of the Sunset View Addition. He said that lot has been sold. Schmidt said the Economic Development Office is currently working on re-plotting the interior lots in Block 3 to better accommodate single family homes.

Schmidt said the Economic Development Office has talked to UCAP who has a spec home program. He said UCAP is interested in constructing anywhere from three to six spec homes in Jackson. Schmidt said UCAP is currently working with contractors. He said once UCAP has coordinated things with the contractors, they'll be looking at constructing slab on grade, primarily three bed, two bath homes. Schmidt said if there's a need, UCAP may look at constructing two bed, two bath homes. He said those homes would be constructed in the center area of the Sunset View Addition.

Schmidt said work is currently underway in expanding the Sunset View Addition by adding some additional lots. He said this would create more buildable lots for single family homes.



Schmidt reported the Rolling Hills Apartments in Jackson, which has always had vacancies in the housing studies that have been done, has been sold to a local group. He said the new owners will be renovating all of the apartment units to make them a lot nicer and will be shifting to more market-rate pricing regarding rent. Schmidt said the renovated units should help provide more available housing in Jackson.

Schmidt outlined upcoming housing projects that are being worked on. He said the biggest project is going to be a higher density housing project north of Eagle Ridge, south of the new development area. Schmidt said a combination of townhomes, apartments and manufactured homes are being looked at for that area. Schmidt said the EDA will finalize what they exactly want to do at their upcoming meetings and request bids and hopefully get some traction on those projects. Schmidt said the EDA is trying to coincide that with a housing project in Windom. He said Windom has a housing project that they're going to award bids on sometime this spring. Schmidt said the Jackson EDA is hoping to have bids to open at the same time. He said, for example, if a contractor can do 72 units in Windom and 48 units in Jackson, it may be more attractive to larger contracting firms to submit bids to work on those projects rather than just the local contractors. Schmidt noted driving back and forth from Windom to Jackson is a lot easier than driving through suburbs of the metro. He said that's something the EDA might be able to do.

Schmidt said as of right now, those are the current programs and projects that are being worked on.

Vee thanked Schmidt for his update.

Mayor Walter also thanked Schmidt for his report.

## **CITYWIDE CLEANUP DATES**

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Skaret said spring is approaching and City Hall is already fielding questions about when the Citywide Cleanup Days will be held. He said the Jackson Chamber of Commerce is waiting for the City to set the dates for Cleanup Days so they can set the dates for the Citywide Rummage Sales.

Skaret said he talked with Waste Management and right now they're pretty open as far as dates to hold Cleanup Days in Jackson. He said Waste Management asked that Cleanup Days be held on Saturdays because they have other garbage routes they run throughout the week.

Skaret said the Cleanup Days have to be on two separate Saturdays. He said items will be picked up west of Highway 71 on one Saturday and items would be picked up east of Highway 71 on another Saturday.

Skaret said last year Cleanup Days were held on May 1<sup>st</sup> and May 15<sup>th</sup>.

Skaret said he was looking for feedback from the Council of when they would like to see this year's Cleanup Days scheduled. He said the Cleanup Days could be scheduled in April, May or June.

Councilmembers reviewed possible dates looking to avoid graduation, prom or any other community festival events.

Skaret said the Chamber wants to have the garage sales take place before the Cleanup Days.

More noted you want to have the garage sales when the weather has the potential of being fairly decent.

Skaret noted the advantage of holding Cleanup Days in June is that you're not interfering with graduation parties and graduation. He said graduation is going to be held the last weekend in May.

Skaret suggested the Citywide Rummage Sales could be held on June 3<sup>rd</sup> and 4<sup>th</sup>, if that's what the Chamber of Commerce chooses, and then Cleanup Days could be held on June 11<sup>th</sup> and 18<sup>th</sup>.

Polz said he thinks those dates sound good.

**POLZ/CUSHMAN moved and it was unanimously carried to set the City of Jackson's 2022 Citywide Cleanup days for Saturday, June 11<sup>th</sup> and Saturday, June 18<sup>th</sup>.**

**LOCAL BOARD OF APPEAL AND EQUALIZATION: TUESDAY, APRIL 19, 2022 AT 6:30 P.M.**

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Skaret said a motion was needed to set the date for the City of Jackson's Local Board of Appeal and Equalization for Tuesday, April 19<sup>th</sup>, 2022 at 6:30 p.m. He said that was the date suggested by the County Assessor's Office.

Skaret said April 19<sup>th</sup> fits right in with the City Council's second meeting in April.

Polz noted he's the only City Council member that's currently certified for the Board of Appeal and Equalization. He said former Alderwoman Nicole Hall was the other Councilperson who was certified.

Skaret said the certification training is available online. He said it would be great if one or two other Councilmembers became certified in addition to Polz.

Peterson said he would be willing to do the training if another Councilmember is needed to be certified.

Skaret said that would be awesome.

**POLZ/MORE moved and it was unanimously carried to approve Tuesday, April 19<sup>th</sup>, 2022 at 6:30 p.m. as the date and time for the Local Board of Appeal and Equalization meeting.**

**Other:**

**Alderman Brandon Finck**

Finck said he had been receiving quite a few complaints from residents in the Sunset View Addition regarding snow plowing following the last snowstorm. He said the streets were cleared of snow, then plowed again the next day and were plowed again a third time. Finck said everyone's driveway was plowed shut about three different times. He said some of the residents are curious why the street can't be plowed just one time and be done. According to the feedback he's receiving, Finck said residents hired people to come in and clean out their driveway three times for one snow event because the ends of the driveway were plowed shut.

Finck said the other complaint he's been getting is where the Street Department is piling snow in the Sunset View Addition. He said a lot of people feel the way they're piling snow is unnecessary.

Finck said those are the text comments he received following the last snowstorm.

Skaret said he would talk to the Street Department about the snow plowing in the Sunset View Addition.

## **City Administrator Matt Skaret**

Skaret said the auditors will be at City Hall starting on February 1<sup>st</sup>. He said the City Office staff has been very busy preparing for the annual audit visit. Skaret said the audit presentation will be presented to the City Council in April or early May.

Skaret noted the OWL for the zoom was working great the first half of the Council meeting and then quit. He said City staff will have to do some investigating to see what has to be done to get the OWL up and running again.

## **Mayor Wayne Walter**

Mayor Walter noted the passing of former Alderman Jeffrey Gay. He said Gay is going to be missed in many areas of the community and the City Council. Mayor Walter said our sympathies go out to Gay's family. He said a memorial is being sent to the family.

Skaret said a memorial was being given towards cancer research. He said the family prefers that in lieu of flowers or a plant.

## **ADJOURNMENT**

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

**MORE/VEE moved and it was unanimously carried to adjourn the Jackson City Council meeting at 7:30 p.m.**

Skaret thanked everyone for attending.

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**David A. Maschoff, Council Secretary**

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**Wayne Walter, Mayor**



