

January 3, 2023  
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 Tuesday, January 3, 2023 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, Jerome Palmer, Brandon Finck, Nathan Peterson, Marcus Polz and Dave Cushman. Also attending were incoming Mayor Marcus Polz and incoming Aldermen Mark Titus, Chris Naumann and Joe Pell and incoming Alderwoman Sara Mix. Also present were City Administrator Matt Skaret, Street Superintendent Phil Markman, Water/Wastewater Superintendent Tony Oxborough, First Assistant Fire Chief and Park Board Chairman Michael Haeffner, Stephen Foster, Tina Polz, Leighton, Reilly and Holland Polz, Richard and Dorene Polz, Pastor John Schuetz of Our Redeemer Lutheran Church in Jackson, City Clerk/Council Secretary Dave Maschoff and Joshua Schuetz of the Jackson County Pilot. Attending the meeting via Zoom and Teleconference were City Attorney Brad Anderson, Engineer Troy Nemmers of Bolton and Menk, and Mathew Grisham of KKOJ/KUXX Radio.

#### **PLEDGE OF ALLEGIANCE**

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Mayor Walter announced the Pledge of Allegiance would be recited before the City Council meeting was called to order. All those attending the meeting in-person and by Teleconference and Zoom recited the Pledge of Allegiance.

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

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

## **ACCEPT MARCUS POLZ RESIGNATION AS WARD TWO ALDERMAN**

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Alderman Polz said he submitted his letter of resignation as a Ward Two Alderman.

Mayor Walter asked for a motion to accept Polz's resignation.

**FINCK/PETERSON moved and it was unanimously carried to accept Marcus Polz's resignation as a Ward Two Alderman.**

## **APPROVE RESOLUTION NO. 02-0123 DECLARING A VACANCY ON THE CITY COUNCIL**

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Mayor Walter asked for a motion to approve Resolution No. 02-0123 declaring a vacancy on the City Council.

**CUSHMAN/FINCK moved and it was unanimously carried to approve Resolution No. 02-0123 declaring a vacancy on the City Council.**

## **OATH OF OFFICES ADMINISTERED TO MARCUS POLZ AS MAYOR, MARK TITUS AS WARD ONE ALDERMAN, CHRIS NAUMANN AS WARD ONE ALDERMAN, JOE PELL AS WARD TWO ALDERMAN AND NATHAN PETERSON AS WARD TWO ALDERMAN**

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Mayor Walter said the Oath of Offices would be administered to Marcus Polz as Mayor, Mark Titus as Ward One Alderman, Chris Naumann as Ward One Alderman, Joe Pell as Ward Two Alderman and Nathan Peterson as Ward Two Alderman.

## **OATH OF OFFICE TO MARCUS POLZ AS MAYOR**

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City Administrator Matt Skaret administered the Oath of Office to Marcus Polz as Mayor.

Skaret asked Polz to stand up and raise his right hand and repeat after him. Skaret read and Polz repeated, *I, Marcus Polz, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of Mayor for the City of Jackson, Minnesota, to the best of my judgment and ability, so help me God.*

Skaret congratulated Polz and had Polz sign his Oath of Office document. There was a round of applause by those in the Council Chambers.

Polz was then seated in outgoing Mayor Wayne Walter's chair as Mayor.

#### **OATH OF OFFICE TO JOE PELL AS WARD TWO ALDERMAN**

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Skaret then administered the Oath of Office to Joe Pell as Ward Two Alderman.

Skaret asked Pell to raise his right hand and repeat after him. Skaret read and Pell repeated, *I, Joe Pell, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of Alderman in Ward Two for the City of Jackson, Minnesota, to the best of my judgment and ability, so help me God.*

Skaret congratulated Pell and had Pell sign his Oath of Office document. Pell took his seat at the City Council desk where former Alderman Dave Cushman had been seated.

#### **OATH OF OFFICE TO CHRIS NAUMANN AS WARD ONE ALDERMAN**

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Skaret then administered the Oath of Office to Chris Naumann as Ward One Alderman.

Skaret asked Naumann to raise his right hand and repeat after him. Skaret read and Naumann repeated, *I, Chris Naumann, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of Alderman in Ward One for the City of Jackson, Minnesota, to the best of my judgment and ability, so help me God.*

Skaret congratulated Naumann and had Naumann sign his Oath of Office document. Naumann took his seat at the City Council desk where former Alderman Jerome Palmer had been seated.

### **OATH OF OFFICE TO MARK TITUS AS WARD ONE ALDERMAN**

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Skaret then administered the Oath of Office to Mark Titus as Ward One Alderman.

Skaret asked Titus to raise his right hand and repeat after him. Skaret read and Titus repeated, *I, Mark Titus, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of Alderman in Ward One for the City of Jackson, Minnesota, to the best of my judgment and ability, so help me God.*

Skaret congratulated Titus and had Titus sign his Oath of Office document. Titus took his seat at the City Council desk where former Alderman Michael More had been seated.

### **OATH OF OFFICE TO NATHAN PETERSON AS WARD TWO ALDERMAN**

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Skaret then administered the Oath of Office to Nathan Peterson as Ward Two Alderman.

Skaret asked Peterson to raise his right hand and repeat after him. Skaret read and Peterson repeated, *I, Nathan Peterson, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of Alderman in Ward Two for the City of Jackson, Minnesota, to the best of my judgment and ability, so help me God.*

Skaret congratulated Peterson and had Peterson sign his Oath of Office document. Peterson took his seat at the City Council desk where he was previously seated.

### **APPROVE RESOLUTION NO. 03-0123 FILLING CITY COUNCIL VACANCY**

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Mayor Polz asked for a motion to approve Resolution No. 03-0123 to fill a City Council vacancy.

**FINCK/PETERSON moved and it was unanimously carried to approve Resolution No. 03-0123 filling a City Council Vacancy.**

## **OATH OF OFFICE TO SARA MIX AS WARD TWO ALDERWOMAN**

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Skaret then administered the Oath of Office to Sara Mix as Ward Two Alderwoman.

Skaret asked Mix to raise her right hand and repeat after him. Skaret read and Mix repeated, *I, Sara Mix, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of Alderwoman in Ward Two for the City of Jackson, Minnesota, to the best of my judgment and ability, so help me God.*

Skaret congratulated Mix and had Mix sign her Oath of Office document. Mix took her seat at the City Council desk where former Alderman Marcus Polz had been seated.

**There was no Public Hearing, Bid Lettings or Open Forum.**

## **CONSENT AGENDA**

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Mayor Polz entertained a motion to approve the Consent Agenda.

**TITUS/NAUMANN moved and it was unanimously carried to approve the Consent Agenda as presented with the exception of Consent Agenda 12(D) in which Alderman Brandon Finck abstained. (Consent Agenda 12(D) pertained to designating Bank Midwest, Security State Bank, Fulda Area Credit Union, Farmers and Merchant's State Bank of Alpha and RBC Wealth Management as depositories for City funds.)**

### **Unscheduled Guests:**

Mayor Polz asked if there were any unscheduled guests in the Council Chambers.

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

Mayor Polz asked for a third time if there were any unscheduled guests in the audience.

Seeing no unscheduled guests, Mayor Polz said the Council would move on to Council Discussion Items.

## Council Discussion Items

### **AUDITOR LETTER OF ENGAGEMENT FOR 2022 AUDIT**

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Skaret said the auditors from Abdo are scheduled to be at City Hall doing their annual audit the week of January 30<sup>th</sup> through February 3<sup>rd</sup>. He said the auditors were at City Hall in December doing some preliminary field work.

Skaret said in order for the auditors from Abdo to officially get to work, the City Council needs to approve the Letter of Engagement with Abdo.

Mayor Polz asked for a motion to approve the Letter of Engagement with Abdo for the City's 2022 audit.

**PELL/PETERSON moved and it was unanimously carried to approve the Auditor Letter of Engagement with Abdo for the City's 2022 audit.**

### **GOGov NOTIFY – CITIZEN ALERTS AND NOTIFICATIONS PROPOSAL**

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Skaret noted Mayor Polz has been researching a program called GOGov Notify.

Skaret said the City currently piggy backs on the Jackson County Emergency Alert System. He said people can sign up for alerts through a link on the City's website and also through the County. Skaret said people can receive the emergency alerts from the County such as weather warnings and so forth. He said people can also elect to sign-up for the City of Jackson group where alerts are sent out primarily to let residents know about City snow emergencies, changes in garbage pickup schedules and can be used for some other things.

Skaret said GOGov Notify really goes one step further. He said it's an app that the City can put on the City's website.

Mayor Polz explained GOGov Notify will be a City branded mobile app that people can download from either Playstore or Apple's I-store. He said the GOGov Notify will provide for more adaptability where alerts will be sent similar to Amber Alerts. Mayor Polz said GOGov Notify will also integrate with the City's website, so that way people will have quick access to "bill pay" and anything the City wants to link it to. He said GOGov Notify will bring the City into the most recent century.

Mayor Polz noted GOGov Notify was an item that was budgeted for in 2023 at a cost of \$3,900 annually. He said he was looking for a motion to approve the GOGov Notify system proposal.

Peterson asked if City Hall would operate the GOGov Notify system. He asked what if something happens on a Saturday or Sunday, would City Administrator Skaret be issuing the notifications?

Mayor Polz explained whoever has City administrative privileges is the person who will be sending notifications. He said he imagines City Office Staff will be sending out those notifications.

Titus asked if a person will get the notification without doing anything if they download the GOGov Notify app.

Mayor Polz said if a person downloads the app, he believes the person will have to opt-in if they want to receive the notification. He explained GOGov Notify will be an app on a person's phone that when a person clicks it, it will give access to the City's website in a simplified form and where people may need to go for things like permitting or really whatever the City wants to do in providing information. Mayor Polz noted the City of Blue Earth is currently using GOGov Notify. He said the City of Zumbrota, Minnesota, which is similar in size to Jackson, is also using GOGov Notify. Mayor Polz said a person can opt in for the notifications once they download the GOGov Notify app.

Pell said there are currently 158 members signed up to receive alerts from the City of Jackson through the County's Emergency Alert System. He noted Jackson is a City of about 3,500 to almost 4,000 people. Pell asked how do you get more people engaged.

Mayor Polz said the GOGov app comes with a marketing tool that the City can disseminate throughout the community. He said there's also such things as QR codes that can be disseminated through such things as the City's monthly billing statements and advertising through the media. Mayor Polz said he thinks there's multiple ways to get the information about the GOGov Notify app out to the public. He said he imagines there will be a good response if the GOGov Notify app is promoted right.

Mix asked how many different notification systems can be set up through GOGov Notify. She said, for instance, can a notification be set up if there's road construction underway on certain streets?

Mayor Polz said yes. He said the number of different notifications that can be set up is unlimited. Mayor Polz said notifications can be sent out regarding street closures, water main breaks and it can be linked to maps for alternative routes and things of that nature. He said GOGov Notify looks like it's a fairly simple program to administer.

Peterson asked if GOGov Notify will also update the City's website.

Mayor Polz said GOGov Notify will not update the City's website. He said that's a separate item that Skaret has been working on.

Finck asked if the City would still continue to put announcements and notifications on their current social media platforms as they have done in the past and that GOGov Notify would not replace that.

Mayor Polz said he's not proposing to have GOGov Notify replace what's been done in the past at this time.

Finck noted still putting announcements and notifications, such as snow emergencies, on the systems the City already has in place. He said he thinks the City's Facebook Page has a pretty good following.

Mayor Polz noted the City's Facebook page would be a great way to disseminate information about the GOGov Notify app.

**PETERSON/TITUS moved and it was unanimously carried to approve the GOGov Notify system proposal for the City of Jackson.**

## **STRATEGIC PLANNING SESSIONS**

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Skaret said with the changeover of the Mayor and City Council, it would probably be a good idea to have a Strategic Planning session to help the Mayor and Council to form a unified vision and strategy on how the Council will implement their goals. He said the Strategic Planning Sessions would identify what the Mayor and City Council's vision and goals are for the City and what they want to accomplish or work on for the next couple of years.

As the City is a member of Missouri River Energy Services (MRES), Skaret said Missouri River has a Strategic Planning person on staff that can come to Jackson and facilitate a Strategic Planning Session for a fee of \$1,000 which is very reasonable.



Skaret said the Strategic Planning Session can be done in one 5-hour session. He said it's not only for the Mayor and City Council, but the City Department Heads can also participate so that the Department Heads and City Council can get on the same page and work towards the same common, united vision.

Skaret said the options are to do the Strategic Planning Session in one 5-hour session or break it down into two 3-hour sessions. He said a 5-hour session could be done on a Saturday or two 3-hour sessions could be done on back to back days.

Skaret said the MRES Strategic Planning facilitator has some availability during the last week in January.

Naumann asked when the last time the City Council held a Strategic Planning Session.

Finck said it's probably been three or four years ago.

Mix recommended doing the Strategic Planning in two sessions because if someone has been a part of Strategic Planning, it's a lot. She said she would even suggest breaking it up into more than two sessions if that can be done. Mix said it's a lot to take in, it's a lot to think about and it's a lot to coordinate. She said making sure the Council gets it right is very important. Mix told the Mayor and fellow Councilmembers that they're going to leave the meetings very overwhelmed with all of the decisions and questions they may have. She said the Strategic Planning Sessions are pretty intense.

Finck questioned whether the Strategic Planning can be done in only two 3-hour sessions. He said he has a hard time believing the Council can get through every City Department and really develop a five-year strategic plan, or whatever is trying to be accomplished, in six hours.

Mix asked if there's an ability to see what the MRES facilitator's agenda looks like and look through what the facilitator is proposing the City Council cover to determine if the planning session can be done in five hours. She said it would be good to know what's going to be asked and what areas will be covered during that time.

Skaret said he could check.

Finck asked about contacting Shannon Sweeney of David Drown Associates. He noted Sweeney does all of the Strategic Planning for all of the City's economic development groups. He said Sweeney would have a leg up on what strategically has been planned with the economic development groups.

Skaret said he can certainly reach out to Shannon Sweeney as well.

Finck said traditionally Sweeney has done the strategic planning for the economic development groups. He said Sweeney would have some inside knowledge from the groups he's worked with in Jackson.

Skaret asked Finck if he would rather have Sweeney lead the Strategic Planning Session.

Finck suggested either have Sweeney be a part of the Strategic Planning Session and have it led by the MRES facilitator, or have Sweeney lead it if he wants to. He said there's some value Sweeney is going to bring to the table.

Mayor Polz said he prefers breaking the Strategic Planning into several sessions so a person can absorb more. He said that's his personal opinion. Polz asked Skaret if he could reach out to the MRES facilitator to find out what her schedule may be and what dates may work for sessions.

Skaret said the MRES facilitator emailed and said Strategic Planning Sessions could be done on Tuesday, January 24<sup>th</sup> or Wednesday, January 25<sup>th</sup>. He asked the Mayor and Councilmembers if they wanted to have sessions on Tuesday and Wednesday nights, January 24<sup>th</sup> and 25<sup>th</sup>.

Several of the Councilmembers had conflicts with those dates.

Skaret said he would see what dates may be available from the facilitator.

Mayor Polz said Skaret could report back at the next City Council meeting.

Skaret said he thinks it's important for all Councilmembers to attend the Strategic Planning Session.

(There was no Council action required for this agenda item.)

## **COUNCIL WORKSHOPS**

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Skaret said he and Mayor Polz have been talking about having Council workshops. He said there's a lot going on in the City and a lot of change on the City Council.

Skaret said there's certainly a variety of different topics and subject matters to get everybody up to speed on. He said he knows it's a lot to absorb. Skaret said rather than trying to fit the different topics into 15-minute sessions at regular City Council meetings, it would be beneficial to take 30 to 45 minutes or an hour, if needed, to have a workshop on each of the topics. Skaret said those topics would include the Swimming Pool, Law Enforcement Contract, Department Head Introductions and Department updates, tour of the City facilities, City Finances and Economic Development tools such as Tax Increment Financing and Tax Abatement and the Jackson County Friends of the Trail Committee and a Parks presentation.

Skaret said probably the most urgent is the swimming pool discussion especially if the City is looking ahead at pursuing the sales tax option to fund all or part of that.

Skaret said he's been in contact with the City's swimming pool architects and they're ready to meet with the City Council in January. He said looking at some potential dates, January 11<sup>th</sup> or 12<sup>th</sup>, or January 18<sup>th</sup> and 19<sup>th</sup>. Skaret said those would be Wednesday or Thursday night meetings.

Skaret explained in November, an architectural firm hired by the City, gave a report on the condition of the current indoor swimming pool and reviewed the report that was commissioned a couple years ago by the Schoolboard and City Council on the condition of the current pool. He said the architectural firm was asked to research pricing on new outdoor swimming pools and aquatic centers if the City chose to go down that route. Skaret said there's a lot of variables with the pool, but the architectural firm was asked to come back with some cost numbers and there could be further discussion about it.

Mix said she thinks the Council workshops are a good idea.

Skaret said the thought is to have the Council workshops either before regular City Council meetings at 5:45 or 6 p.m. or hold the workshops on those off regular City Council weeks.

Mayor Polz said his preference is to have the workshops on off-regular Council meeting weeks because he likes to break it up. But he said it's whatever works for everyone's availability.

Skaret said the Swimming Pool is probably the highest priority.

Councilmembers indicated Wednesdays would work well for having Council workshops.

Skaret asked if Councilmembers preferred an earlier start time like 5 or 5:30 p.m. or regular time at 6:30 p.m.

It was the consensus of the Councilmembers to start the workshop meetings on Wednesdays at 5:30 p.m.

Finck suggested having the City Department Head introductions as part of the first workshop meeting on January 11<sup>th</sup>. He said that would allow the new Councilmembers to meet the Department Heads and the Department Heads to meet and get to know the new Councilmembers.

Skaret said the City Department Head introductions could be included as part of the Swimming Pool workshop.

Skaret noted other workshops will include a presentation on the Law Enforcement Contract, it's history and the details pertaining to that. He said another workshop will include a tour of the City's facilities, tour the Municipal Liquor Store, the Fire and Ambulance Hall, the Public Works Building, the Water Plant and the Lift Stations. He noted the City has 13 Lift Stations which are a lot for the town the size of Jackson. Skaret said that's due to Jackson being located in a valley.

Skaret said other workshops will pertain to City Finances and Economic Development Tools discussing Tax Increment Financing and Tax Abatement, the Minnesota Data Practices Act, Open Meetings Law and Closed Sessions. He said another workshop will focus on the City's trail system and the Jackson County Friends of the Trails Committee along with a presentation about the City's parks and what's proposed to be done with them.

Skaret said he hopes the new Councilmembers have had an opportunity to sign up for the Newly Elected Officials Leadership Institute that will be held in Mankato. He noted Alderman Joe Pell would be attending the institute session that will be held in Plymouth. Skaret said he highly recommends the Newly Elected Officials Leadership Institute for the new Councilmembers.

## **TRAFFIC CONTROL AT FIRST AND WHITE STREETS**

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Skaret said the Street Department has been hauling a lot of snow this winter season. He said Mayor Polz has proposed removing the yield signs on First Street and moving them to White Street.

Skaret said Mayor Polz observed the intersection at First and White Streets as the Street Department was hauling truckload after truckload of snow following one of this season's many snowfalls.

Skaret said currently there's a yield sign as you travel south on First Street to yield to the traffic on White Street. He said First Street runs north and south and White Street runs east and west.

Mayor Polz said efficiency could probably be increased with the dump trucks hauling snow because they would have a straight shot to haul if the yield signs were removed at that intersection on First Street. He explained if the yield signs were removed on First Street, the dump trucks would have a straight shot in hauling snow. Mayor Polz said when you're hauling hundreds and hundreds and hundreds of loads, he imagines it would save time.

Peterson noted there's not much traffic at the intersection of First and White Streets.

Finck said changing the signage at that intersection so the dump trucks have a straight shot to haul snow makes some sense.

Skaret asked if there were any comments from those attending the Council meeting.

No one commented.

Finck asked Markman if he has any concerns about people not yielding at the intersection of First and White Streets if the yield signs were placed for traffic travelling on White Street.

Markman said it will take some adjustment for motorists since the traffic control at that intersection as been that way for years. He noted the Street Department is cautious at every intersection when they're hauling snow because you never know. Markman said once people get used to the change at the intersection of First and White Streets, they should be fine.

Mayor Polz asked for a motion.

**PETERSON/FINCK moved and it was unanimously carried, at the intersection of First and White Streets, to remove the yield signs on First Street and move them to White Street.**

## **CITY COUNCIL CHAMBER PAINTING AND CHAIRS**

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Mayor Polz said he told City Administrator Skaret it would be nice to repaint the walls of the City Council Chambers.

Finck said it wouldn't hurt to freshen the Council Chambers up. He noted the Council Chambers is also a place where a lot of economic development business is conducted. Finck said a lot of new businesses are brought to the community and the Council Chambers are used to negotiate deals whether it's the City, JEDC or EDA. Finck said to have that professional look is a good idea.

Finck said it would be good to have someone come in and look at the Council Chambers regarding the carpet, chairs, paint, the whole works and see what the cost would be.

Skaret asked if anyone had any suggestions on who to contact to look at the Council Chambers.

Finck said it would be nice to get a professional, like an interior decorator, to put something together.

**PETERSON/PELL moved and it was unanimously carried to have City Administrator Matt Skaret contact an interior decorator to look at refreshing the City Council Chambers and determine a price.**

## **APPOINTMENTS TO CITY BOARDS, COMMISSIONS AND COMMITTEES FOR 2023 – JCAPS COUNCIL LIAISON**

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Skaret said an updated list of appointments for City Boards, Commissions and Committees for 2023 was included in the Mayor and City Councilmembers' informational packets.

Skaret noted one change is that Alderman Peterson should be listed as a member of the Liquor Committee instead of Alderwoman Sara Mix.

Skaret said one thing that needs to be added to the list is the JCAPS, Jackson County Animal Protection Society Council Liaison. He explained when JCAPS was formed a couple of years ago, there was a Council liaison for that group, who was Alderman Jeffrey Gay at that time. Skaret said Alderman Gay became ill and passed away and there hasn't been a Council liaison since. He said JCAPS has indicated they would really like to have a City Council liaison on their board. Skaret said the JCAPS Board meets on an as needed basis, roughly quarterly. Skaret noted the JCAPS Board also meets virtually.

Mayor Polz asked Councilmembers for a volunteer to serve as the Council liaison on the JCAPS Board.

Alderman Titus said he would volunteer to serve as the Council's liaison.

Mayor Polz thanked Titus.

Mayor Polz asked for a motion to approve the appointments to the City Boards, Commissions and Committees for 2023.

**PETERSON/TITUS moved and it was unanimously carried to approve the Mayor's appointments to City Boards, Commissions and Committees for 2023 with the changes of Alderman Peterson serving on the Liquor Committee instead of Alderwoman Sara Mix and Alderman Mark Titus serving as the City Council's liaison on the JCAPS Board.**

#### **APPOINTMENT OF A MAYOR-PRO TEM**

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Skaret noted along with the appointments of the City Boards, Commissions and Committees for 2023, there also needs to be the appointment of a Mayor Pro Tem.

Mayor Polz said he and Alderman Peterson have discussed this and Peterson is interested in serving as Mayor Pro Tem. He noted Alderman Finck's busy schedule and Peterson is the second most experienced person on the City Council.

Mayor Polz congratulated Peterson on being appointed as Mayor Pro Tem for 2023.

## **SMALL CITIES DEVELOPMENT PROGRAM (SCDP) GRANT AGREEMENT**

Skaret noted a couple of City Council meetings ago, it was announced the City of Jackson was successful in their Small Cities Development Grant application. He said the Small Cities Development Grant is a State program that's basically run through the City's Economic Development Office and administered through UCAP (United Community Action Partnership).

Skaret said the City of Jackson was awarded a grant of \$1,035,000 for residential owner-rehab. He said the goal is to assist with projects for 20 residential houses and 10 commercial properties. He explained this is for fix-up and repair of these properties.

Skaret said this is a program where a large part of it is grant funded and there's a small owner-occupied portion of a project that the owner has to pay. He said the City has had a lot of success with the Small Cities Development Program in the past. He explained in order to make it official; the City Council has to approve a grant agreement with the State that says the City is going to comply with all of the State rules and regulations. Skaret said UCAP is the agency that helps makes sure that the City is in compliance.

Finck asked Skaret if he knows how many grant dollars the City has been able to use through the Small Cities Development Program over the years.

Skaret said he knows the City has received two grants in the past. He said considering all the grant dollars together, the City has probably received between two and three million dollars through the grant program over the years.

Skaret noted in the past the State had different rules where the City had to pick out a target area and it was only the people within that target area that could apply for grant dollars. He explained with this Small Cities Development Grant, the State has removed the target area for towns smaller than 5,000 in population, which means it's available for the whole community which he thinks is a wonderful thing.

Peterson asked if the rehab grants for individual homeowners is income based.

Skaret said it is.

Mayor Polz asked Skaret what the income requirements are.

Skaret said it depends on the size of the household.

Alderman Titus asked how much oversight is there in terms of the work that's done under the grant.



Skaret said there is oversight by UCAP. He said UCAP is the administrator and they also do the inspections during the project and after the work is done to make sure that it's in compliance and that the work was done according to code.

Finck said in the past the grant has worked well to fill a gap to rehab windows, siding and complete HVAC type projects. He said there's a period of time where those who receive the grant have to live in the property in order for the grant to be forgiven. Finck said it's an easy program for the City to work with.

City Attorney Brad Anderson noted an addendum to the agreement should be added that the position of Mayor has changed.

Mayor Polz asked for a motion to approve the Small Cities Development Program Grant Agreement.

**PELL/FINCK moved and it was unanimously carried to approve the Small Cities Development Program (SCDP) Grant Agreement.**

### **City Administrator Matt Skaret**

Skaret said before everyone leaves for the evening, he would like to take a group photo of the new City Council and then individual pictures of the new City Councilmembers for the City's website.

### **Mayor Marcus Polz**

Mayor Polz said it's not your typical turnover of Councilmembers for the first meeting of the new year following the November elections. He noted there are four of six Councilmembers who are starting their first terms on the Council along with a new Mayor.

Mayor Polz said he would like to thank everybody, past and present, that's answered the call to serve the City of Jackson.

Mayor Polz said tonight we begin a new era with new challenges, new ideas and new leadership and with new, comes change. He said change can be scary, to be certain, and he certainly encourages everybody to embrace change. Mayor Polz said we're going to, at times, disagree, have varying opinions, but for the most part he expects an anticipated cordial environment.

Mayor Polz said we're going to have our successes and we're going to have our failures and we're going to be subject to the opinion of the citizens. He said hopefully, at times, the citizens will be gracious with us. Mayor Polz said, with that, I guess now we put in the work.

Mayor Polz said that takes the meeting to "Other" on the agenda. He began by asking Alderman Joe Pell if he had any questions or comments.

## **Other:**

### **Alderman Joe Pell**

Alderman Pell asked how things were going with getting the skating rink open. He noted it's January already and asked if the skating rink is going to be up and going pretty soon.

Street Superintendent Phil Markman said the weather has not cooperated. He said there were temperatures above freezing and with the snowfall, the Street Department's priority has been snow removal. Markman explained efforts have been to build two-and-a-half feet of ice on one end of the skating rink to get it leveled off. He said the Street Department put a machine on the ice last week and it broke through. Markman said there was water standing two weeks ago with warm weather and it was plus 32 degrees last week so it's hard to make ice when the temperatures are above freezing. He said the Street Department is trying.

### **Alderman Nathan Peterson**

Alderman Peterson said he wanted to commend the City crew for the snow removal. He said he knows it's been a lot of hours so far this year and there's probably more to come, but they're doing a great job. Peterson said it doesn't go unnoticed.

### **Alderman Brandon Finck**

Alderman Finck said his comments were for the new Councilmembers. Finck told them to please come to the meetings prepared to have really good discussions because that's what drives this. He said every opinion matters. Finck said at the end of the day we may differ in opinions, but hopefully we can all respect each other when we're done. He said just come prepared for that good discussion.

Finck said he thinks past Councilmembers would say we've had really good discussions, especially more on the Committee side than necessarily at the Council meetings. He said all opinions are valued. Finck said that's the best advice he can give to the new Councilmembers is to bring their opinions forward and ask questions.

### **Alderman Chris Naumann**

Alderman Naumann said he's excited to see where the City Council goes and what they get accomplished. He noted there's a whole new board.

### **Alderman Mark Titus**

Alderman Mark Titus said he's also excited and is looking forward to the next few years.

Titus said he also wanted to thank the City crews for the work they've done in removing snow. He said he's afraid it's not done and it's been quite a winter so far.

Titus said he needs to know where the City is at with the School District relative to the swimming pool. He said as the City moves towards potentially doing something independently relative to the pool, we still have the existing pool and the existing agreement and arrangement. Titus said he hasn't heard anything in terms of where that stands.

Finck said there's been no decisions made regarding the swimming pool. He said since the last time the City Council met with the Schoolboard there have been no decisions made. Finck said the City was going to independently look at costs to make sure the City Council understood the costs. He said through the City's due diligence, it was looked at what it would cost to remodel and operate the existing pool and what it would cost for the City to independently construct and operate a pool. Finck said those will be decisions that will have to be made by this group on how to go forward. He said no decisions were made by the prior City Council.

Mayor Polz noted there's been changes on the Schoolboard and he imagines what the opinion was regarding the pool may differ now. He said he was always of the opinion that the City would never intend to abandon the City's agreement with the School District. Mayor Polz said if the School District can find the funding necessary, he would anticipate the City is going to also go along and find the funding, so that way, we can keep that pool. He said the pool is not only an amenity, but a necessity to our community as far as he's concerned.

Titus commented there's a lot of moving parts to this issue. He stressed keeping everything transparent for everybody to understand where things are going regarding the pool so the result can be made to come out as good as it possibly can.

Peterson mentioned there's a Pool Committee meeting coming up.

Finck said the Pool Committee has some short-term decisions that have to be made. He noted the Pool Administrator has resigned to take another position.

Skaret said that's why the swimming pool is one of the top items for the City Council workshops.

Mayor Polz noted as the City has looked at possible options for an outdoor pool, it's been discussed about possibly implementing a City-wide sales tax. He said with that, there are some deadlines where a project plan has to be submitted. Mayor Polz said the plan has to be submitted for legislation at the State Legislature by January 31<sup>st</sup> regarding implementing a local option sales tax. He said that needs to be done in order for the City to move forward in putting the proposal on the ballot for a local vote in 2023. Mayor Polz said a resolution may need to be ready at the next City Council meeting to keep things moving forward.

Finck said the plan was to have the engineer's come back and give an update on the options and costs for renovating the existing pool or building a new pool once the new Mayor and City Council were seated in order to make a good financial decision for the community on what is done and also make sure the school is on board with either option.

Peterson suggested maybe having another joint meeting with the Schoolboard to see what their current thoughts are about the pool.

Finck said the options of whether the City would continue the partnership with the School District in renovating the current pool or if the City constructed a new outdoor pool would both fit into the proposal to implement a local option sales tax. He said a decision on which option will be chosen doesn't have to be immediately decided. Finck said a cost figure has to be submitted for the legislation that will be proposed at the State Legislature. He said there's still time to meet with the Schoolboard to determine which option which will be chosen.

Mayor Polz said the project has to be identified with a cost.

Peterson said the City just has to make their intent known to the State Legislature.

### **City Administrator Matt Skaret**

Skaret said he wanted to welcome the new Councilmembers and Mayor and congratulated them all.

Skaret said the new Councilmembers will all be getting City email addresses. He said the email addresses have been set up and the new Councilmembers will also be getting i-pads. He said the email addresses will be set-up on the i-pads. Skaret said the i-pad and email address is to be used for City business only. Skaret said hopefully by the next City Council meeting, the new Councilmembers will be set-up with their I-pads and email addresses. He said an updated City ordinance book will also be given to those that haven't received one yet.

Naumann asked if a date has been set for the Council workshops.

Skaret said it sounded like Wednesday nights were going to work best for most of the Councilmembers. He said hopefully something can be confirmed for next Wednesday, January 11<sup>th</sup> to have a workshop with the City's pool consultants.

Mayor Polz said he anticipates the first few months of this year will be busy and then it should slow down a bit going into the summer.

## **ADJOURNMENT**

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With no further business, Mayor Polz entertained a motion to adjourn.

**PETERSON/FINCK moved and it was unanimously carried to adjourn the Jackson City Council meeting at 7:25 p.m.**

Mayor Polz said the Council meeting was now adjourned. He thanked everyone for attending.

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**David A. Maschoff, Council Secretary**

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**Marcus Polz, Mayor**



