

January 4, 2022  
Jackson, Minnesota

The Jackson City Council met in regular session in the Council Chambers of City Hall and also by Teleconference and Zoom at 6:00 p.m. on Tuesday, January 4, 2022 with the meeting called to order by Mayor Wayne Walter. On the roll call, the following persons were present in-person, Mayor Wayne Walter and Aldermen Michael More, Chris Vee, Marcus Polz and Dave Cushman. Also attending in-person were City Administrator Matt Skaret, Street Superintendent Phil Markman, Jackson Fire Chief Dave Bond, Jackson First Assistant Fire Chief and Park Board Chairman Michael Haeffner, Jackson County Central School Superintendent Barry Schmidt, Nathan Peterson, City Clerk/Council Secretary Dave Maschoff, Justin Lessman of the Jackson County Pilot and Mathew Grisham of KKOJ/KUXX Radio. No one joined the meeting via Zoom or Teleconference. (Aldermen Jeffrey Gay and Brandon Finck were absent.) (A quorum of the City Council was present.)

#### **PLEDGE OF ALLEGIANCE**

Mayor Wayne Walter announced the Pledge of Allegiance would be recited before the City council meeting was called to order. All those attending the meeting recited the Pledge of Allegiance.

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

Mayor Walter called the regular meeting of the Jackson City Council to order. He said the roll call showed all Councilmembers were present except for Alderman Jeffrey Gay and Alderman Brandon Finck.

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

#### **CONSENT AGENDA**

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

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

## **Unscheduled Guests:**

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

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

## **Council Discussion Items**

### **LETTER OF RESIGNATION FROM WARD TWO ALDERMAN JEFFREY GAY**

Mayor Walter said he received a letter of resignation from Ward Two Alderman Jeffrey Gay due to health problems.

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

**CUSHMAN/VEE moved and it was unanimously carried to regretfully accept the resignation of Ward Two Alderman Jeffrey Gay.**

Mayor Walter said it is with regrets that the City Council accepts Jeffrey Gay's resignation. He said it was a pleasure to serve with Gay and with his health problems, we wish him the best in the future.

### **RESOLUTION NO. 02-0122 DECLARING A VACANCY IN WARD TWO OF THE JACKSON CITY COUNCIL**

**CUSHMAN/POLZ moved and it was unanimously carried to approve Resolution No. 02-0122 declaring a vacancy in Ward Two of the Jackson City Council.**

### **RESOLUTION NO. 03-0122 FILLING CITY COUNCIL VACANCY**

Mayor Walter said he would like to appoint Nathan Peterson to fill the Ward Two City Council vacancy.

Mayor Walter said Peterson has served on the City Council in the past and has done a very good job. He noted Peterson has said he would be willing to fill the Ward Two vacancy on the City Council.

Mayor Walter asked for a motion regarding Peterson’s appointment.

**MORE/POLZ moved and it was unanimously carried to approve Mayor Wayne Walter’s appointment of Nathan Peterson to fill the City Council vacancy in Ward Two.**

Mayor Walter said City Administrator Skaret would administer the Oath of Office to Peterson.

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 shook Peterson’s hand and congratulated him.

Peterson signed his Oath of Office.

Mayor Walter congratulated Peterson and welcomed him to the City Council once again.

For clarification purposes, Skaret said Peterson will serve the remainder of Gay’s Ward Two City Council term which expires on December 31<sup>st</sup>, 2022.

**JCC SCHOOLS’ DEWEY STREET PARKING REQUEST – RESTRICT PARKING TO ONE SIDE OF THE STREET ONLY**

Jackson County Central School Superintendent Barry Schmidt thanked Mayor Walter and City Councilmembers for allowing him to speak with them.

Schmidt said he’s had conversations with school bus officials and the JCC Athletic Director regarding parking along Dewey Street. He explained school buses have difficulty turning into the school’s northwest parking lot and it’s also very difficult for two vehicles to meet and pass by each other when there’s vehicles parked on both sides of the street.

Schmidt said JCC Schools are requesting that an adjustment be made regarding parking on Dewey Street. He suggested restricting parking on the west side of Dewey Street from 7 a.m. to 9 a.m. and from 2 p.m. to 5 p.m. or completely eliminating parking on the west side of the street.

Schmidt also suggested painting the curbs on the corners leading into the northwest parking lot yellow so vehicles park far enough away from the entrances. He noted when there's school activities, it's difficult for two vehicles to pass by each other when there's vehicles parked on both sides of Dewey Street. Schmidt pointed out people cross Dewey Street during events and eliminating parking on one side of the street would also improve pedestrian safety. He said restricting or eliminating parking on one side of the street for after-school and other events would be helpful.

Polz said he thinks Schmidt brings up a very good point. He said not only with Dewey Street, but he sees the congestion with parking on both sides of the street all the way through town. Polz said it would be nice to make the same consideration for maybe all the streets.

Polz noted his neighborhood on Northridge Drive. He said he can barely drive through when his neighbors park on both sides of the street across from each other. Polz said he sees it as a safety hazard if an emergency vehicle has to get through the parked vehicles on both sides of the street. He also mentioned the school buses that drive through there every morning. Polz thanked Schmidt bringing the issue to the City Council's attention.

Schmidt said he also spoke to Jackson County Sheriff Shawn Haken regarding changing the parking on Dewey Street.

Skaret said he received a phone call from Sheriff Haken. He said Sheriff Haken wanted to convey to the Mayor and City Council that he supports doing something regarding the parking on Dewey Street. Skaret said he and Haken talked about restricting parking during certain hours as proposed by Schmidt. He explained Sheriff Haken's concern about restricting parking only during certain hours of the day is that it could be confusing. Skaret said Sheriff Haken noted as simple as you try and make it, there does get to be confusion.

Skaret said if the City Council decides to make changes regarding parking on Dewey Street, Sheriff Haken would be supportive of permanently eliminating parking on the west side of Dewey Street.

By eliminating parking on the west side of Dewey Street, Cushman asked Schmidt how that would affect the amount of available parking when there are Friday night football games, Bulls baseball games during the summer or other athletic events.

Schmidt said he thinks there would still be an adequate amount of parking available. He pointed out the parking lots at the high school would be available along with the parking area on the northwest side of the football field, plus parking would still be allowed along the entire east side of Dewey Street. Schmidt said eliminating vehicle parking on the west side of Dewey Street would provide for traffic flow. He noted that currently when vehicles are parked on both sides of Dewey Street, the street is not wide enough to allow two vehicles to pass by each other. Schmidt noted he's had to back-up a couple of times when he's met a motorist looking for a parking spot. He said Dewey Street is too narrow when vehicles are parked on both sides of the street.

Schmidt also asked if a crosswalk could be painted on Dewey Street at the pedestrian entrance into the ball fields.

Markman said there is a crosswalk on the north end of Dewey Street because of the continuation of the Springfield Parkway Trail. He said a crosswalk could also be painted on Dewey Street at the entrance into the athletic fields.

Schmidt said the crosswalk at the entrance into the athletic fields would identify that area and alert motorists to slow down.

Markman said Sheriff Haken had also called him regarding the parking on Dewey Street. Markman said his preference would be to eliminate parking on the west side of Dewey Street. He said that would eliminate the need to install sign posts in the new sidewalk and trail and eliminates going around those sign posts with equipment when removing snow. Markman pointed out there are already five or seven light poles along the west side of Dewey Street that no parking signs could be attached to. He said a couple of T-Posts could be installed with no parking signs to fill in the gaps between the light poles. Markman noted the curb could also be painted yellow when spring arrives.

Schmidt thanked the Mayor and City Council for listening to his request. He said if something can be done, that would be great.

Mayor Walter asked Schmidt if the no parking on the west side of Dewey Street would only be from Springfield Parkway to North Highway.

Schmidt said that was correct.

Markman said traffic flow gets really tight on that portion of Dewey Street when there's a football, baseball game, track or other event.

Mayor Walter thanked Schmidt. He asked for a motion regarding parking on Dewey Street.

**POLZ/PETERSON moved and it was unanimously carried to approve the JCC School's request to eliminate vehicle parking on the west side of Dewey Street from Springfield Parkway to North Highway effective on April 1, 2022.**

Schmidt also asked about painting the curbs yellow at the entrances into the northwest parking lot at the high school. He noted that's where all the bus shuttles turn into.

Markman said the radiuses into the northwest parking lot can be painted yellow.

Cushman suggested to Schmidt to also spread the information about the elimination of parking on the west side of Dewey Street through the school.

Schmidt said that can be done.

#### **RESOLUTION NO. 04-0122 AUTHORIZING YEAR END TRANSFERS 2021**

Skaret explained the City is nearing the end of its fiscal year. He said the City's books aren't quite closed on 2021 but they're getting close.

Skaret said there are some transfers that he would recommend the City Council make that were unbudgeted for due to revenue that was not projected and also expenses that were budgeted but not incurred.

Skaret said the first thing is transferring the \$59,047 in Small Cities Assistance Funds that were gifted to the City by the State Legislature.

Skaret explained that money is dedicated towards streets by the Legislature and he would recommend transferring that into the City's Capital Equipment Reserve Fund to save up for the crack repair downtown that the Street Committee has talked about as a project during the summer. He said there are some pretty wide gaps in the downtown streets and they can't be filled with the normal crack-sealing material. He said a different type of material has to be used. Skaret said the \$59,047 won't cover the whole cost but it will cover more than half of it.

Skaret said \$45,000 was budgeted for sealcoating in 2021 but no sealcoating was done. He said he would recommend taking that \$45,000 and transferring it into the Capital Equipment Reserve Fund to be used in 2022 for a potentially larger sealcoat project.

Regarding the Fire Department, Skaret said last year the City Council agreed that if the Fire Department came in under their budget, the Council would transfer some of the excess into the Equipment Fund. He noted the City Council has talked about a ladder truck for the Fire Department and have approved moving forward with that. Skaret said the books aren't closed yet on 2021 but it looks like, for sure, that there's going to be at least \$10,500 that was budgeted for Fire Department equipment that was not used. Skaret said he would recommend transferring that over to the Capital Equipment Reserve Fund to be dedicated towards fire trucks/equipment.

**POLZ/VEE moved and it was unanimously carried to approve Resolution No. 04-0122 authorizing Year End Transfers 2021.**

**SECOND CONSIDERATION OF ORDINANCE NO. 118 – AN ORDINANCE  
AUTHORIZING CONVEYANCE OF REAL ESTATE TO SCOTT T. BECKEL AND MARY A.  
BECKEL**

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Skaret said Ordinance No. 118 is the ordinance that City Attorney Brad Anderson had explained at the Council's December 21<sup>st</sup> meeting. He said Ordinance No. 118 basically cleans up some business from 2005-2006. Skaret explained when the Beckels developed their lot along Highway 71 at the site of the former Park Vu Motel, there was some unused right-of-way that the State Transportation Department did not need and indicated it could go to the Beckels. But, Skaret said the State could not give it directly to the Beckels and it would have to be channeled through the City.

Skaret said the right-of-way was deeded over to the City, but for whatever reason, it did not get finalized and deeded over to the Beckels. He said Ordinance No. 118 would essentially do that and authorize the Mayor and City Administrator to sign the deed.

**POLZ/CUSHMAN moved and it was unanimously carried to approve Second Consideration of Ordinance No. 118 authorizing the City's conveyance of real estate to Scott T. Beckel and Mary A. Beckel.**

## **APPOINTMENTS TO CITY BOARDS, COMMISSIONS AND COMMITTEES FOR 2022**

Mayor Walter said new Councilperson Nathan Peterson will be assuming the Boards, Commissions and Committee assignments that were previously held by Alderman Jeffrey Gay.

Skaret noted Mayor Walter made a change regarding the Finance and Personnel Committees.

Mayor Walter also pointed out Alderman Chris Vee said he would assume the duties of Mayor Pro-Tem.

Mayor Walter asked for a motion to approve the appointments to City Boards, Commissions and Committees for 2022.

**CUSHMAN/VEE moved and it was unanimously carried to approve Mayor Wayne Walter's appointments to City Boards, Commissions and Committees for 2022.**

## **2021 YEAR IN REVIEW/2022 PREVIEW**

As the City ends 2021 and starts 2022, Skaret said he thinks it's sometimes helpful to reflect upon the previous year on some of the major happenings.

Skaret said there were some changes on the City Council and other personnel within the City during 2021. He noted there was the restructuring of the Ambulance Department and some changes in the Economic Development Office with Tom Nelson leaving. Skaret said there was also a change in the Electric Department with Supervisor Jeremy Boogerd leaving. He said the City welcomes Dave Schmidt who filled Nelson's vacancy. Skaret said a permanent replacement to fill Boogerd's position in the Electric Department is still being sought. He noted Jeff Bechthold from Missouri River Energy Services is filling in as the Interim Supervisor of the Electric Department.

Skaret said 2021 started out with Larry Anderson and Nicole Hall both serving on the City Council. He said both ended up resigning but the City welcomed Chris Vee back and also welcomed Michael More to the City Council. Skaret said starting 2022, the City welcomes back Nate Peterson to the Council. He said Marcus Polz was also welcomed as Polz completes his first year serving on the City Council.



Skaret said of course weather is always a good part of life in Jackson whether it be sunny, rainy, snowy or drought. He noted the City didn't have to do any sandbagging in 2021. Skaret said there was no need this past year for flood declarations or dealing with FEMA regarding any weather disasters so that was good.

Skaret said there were a lot of changes on the business and economic development front. He said Tom Nelson and Dave Schmidt were very busy in the Economic Development Office. Skaret noted there was a new restaurant, Fiesta Brava, that opened for business in Jackson. He said the multi-tenant project was launched in 2021 and there was a stumbling block in the project that occurred due to the high winds in December. Skaret said he thinks that too will be overcome eventually.

Skaret noted the pending sale of the JEDC spec building to AGCO. He said AGCO has plans for that building.

Skaret said Burger King in Jackson was poised to open in December. He said that opening has been put on hold because Burger King is dealing with supply chain issues waiting for equipment. Skaret said Burger King should open in early 2022.

Through the Shark Tank Project, Skaret said a new business, Level 10 Fitness, opened in downtown Jackson.

Skaret said the Community Interactive Art Mural Project was launched in 2021 which has been a nice addition to the town.

Skaret said Jackson was designated as a Silver Bicycle Friendly Community which was an award talked about at the Council's December 21<sup>st</sup> meeting.

Skaret noted the North Highway and South Street projects during the past year along with repaving the parking lots at City Hall, the Library and the Water Plant. He also pointed out the Highway 71 Traffic Signals project and the Downtown Overhead to Underground Electric Conversion project.

Skaret said the airport is very busy. He said the City Council is going to be hearing an update from the airport engineer on the Airport Runway Project at the Council's first meeting in February.

Skaret said there's been a lot of discussion about streets and future projects. He said 2022 is shaping up to be a very busy year particularly with the River Street Underground Utilities Project, the paving of the alleys downtown and possibility the Emily Street and part of Riverside Drive reconstruction.

Skaret noted elections will be coming up later in the year during 2022. He noted the seats currently held by Mayor Walter and Aldermen Nate Peterson, Chris Vee and Dave Cushman will be up for election.

Skaret said of course there's always the unknown. He said as much as the City plans, there's always unknowns and surprises so the City always has to be ready for those and be able to adapt and adjust accordingly.

Mayor Walter commented it looks like the City of Jackson was busy this past year with another busy year to come.

Mayor Walter said he would like to thank those he reached out to and agreed to fill Council positions for the City of Jackson. He said thank-you very much and it was very appreciated. Mayor Walter noted he had to also make some appointments on Committees this past year and he's glad people have stepped forward to serve. He said thanks to everyone.

#### **SET FEBRUARY 1, 2022 AS THE DATE FOR A PUBLIC HEARING ON THE SMALL CITIES DEVELOPMENT PROGRAM GRANT APPLICATION**

Skaret explained the City is applying for both a residential and commercial rehab project. He said as part of the application, since the City made it past the first hurdle and into the second round with the final application, the City has to have a public hearing on it. Skaret said the public hearing will be publicly noticed in the newspaper.

Skaret said it's being recommended that the public hearing be held on February 1<sup>st</sup>, 2022. He said a motion was needed to set the public hearing date.

**VEE/POLZ moved and it was unanimously carried to set February 1, 2022 as the date for a Public Hearing on the Small Cities Development Program Grant Application.**

#### **SET THE STARTING TIME AT 6:00 P.M. FOR THE JANUARY 18<sup>TH</sup>, 2022 CITY COUNCIL MEETING**

Skaret said the City Council was supposed to have a closed session at the end of their regular Council business at the January 4th meeting.

Skaret explained the guest for the closed session was going to travel to Jackson from the Twin Cities. He said due to the forecast of snow and blowing snow, the guest opted to postpone his trip. Skaret said he discussed with the guest about attending the meeting via Zoom, but the guest would rather attend the meeting in-person to speak to the Mayor and City Councilmembers on this type of subject matter rather than trying to speak to them over Zoom.

Skaret said the hope is that there is better weather on January 18<sup>th</sup> so the guest can travel from the Twin Cities to Jackson.

Skaret said a motion was needed to set the starting time at 6:00 p.m. for the January 18<sup>th</sup> City Council meeting.

**PETERSON/MORE moved and it was unanimously carried to set the starting time at 6:00 p.m. for the January 18, 2022 Jackson City Council meeting.**

**Other:**

#### **Alderman Marcus Polz regarding the Skating Rink**

Polz said the biggest thing that people talked to him about during the Christmas break regarded the skating rink. He said it sounds like now the weather is cooperating and the Street Department has started flooding the rink.

Polz noted Grant and Nathan Schlager are now going to serve as ice-skating rink warming house attendants.

Skaret said the Schlagers will begin working at the warming house on Wednesday, January 5<sup>th</sup>.

Polz said some other people have reached out to him saying that they would be happy to volunteer their time to serve as warming house attendants anytime that's necessary.

Skaret said the City advertised for warming house attendants back in November, but the weather was mild and people didn't give thought about applying to serve as attendants. He said you never know in Minnesota. Skaret said sometimes winter starts in November. He said the City tried to be proactive and advertise early but thinks with the mild weather, it was probably too early.

Polz asked if there would be a way to advertise the position of ice-skating warming house attendants on social media?

Skaret said the warming house attendant positions were advertised through social media as well.

Polz also asked if information stating that the ice-skating rink is open could be posted on social media. He said some people he's talked to weren't even aware the skating rink had moved and thought it was still located at the old bayou location.

Skaret said the City will definitely get the word out to the public that the skating rink is open and where it's located.

Skaret said he appreciated Polz bringing those comments forward. He said he appreciated the feedback and the City will definitely do a better job in getting the word out about the ice-skating rink.

### **Alderman Chris Vee**

Vee asked if there were any updates regarding housing in Jackson. He noted the previous meetings and workshop regarding housing and was wondering if the Council could get an update in the future.

Skaret said Economic Coordinator Dave Schmidt could provide a housing update at an upcoming City Council meeting. He said it would be good to have an update so we don't forget about that.

### **Alderman Michael More**

In relation to Polz's comments regarding the ice-skating rink, More said he's had people ask him if it would be possible for the City to find used boards for the skating rink.

Polz said he's heard Alpha has boards available.

More said he's also had people ask him if it would be possible to install a smooth concrete pad at the rink. He said apparently there's quite a few kids that would like to do roller blade hockey in the summertime. More said if a concrete pad was installed with the boards, then before winter a bladder of some sort could be put over the concrete to protect it before the rink was sprayed with water for ice skating. He said in the spring, the bladder could be removed so roller blade hockey could be played on the concrete.

Street Superintendent Phil Markman said it's been talked about by the Park Board, but it's a matter of funding to pour an area of concrete that large that will tolerate the freeze/thaw cycle. He said it's been on the Park Board's radar.

Markman said that's been the ultimate goal. He said the Park Board would like to get the skateboard park out of the City parking lot so when there are large events in Jackson, the entire City parking lot can be utilized. Markman noted the skateboard park in the City parking lot was a temporary site that's turned into almost 20 years.

Skaret said that can be put back on the agenda for the Park Board's meeting on January 11<sup>th</sup>.

Mayor Walter noted sometime in the past, someone had offered boards for use at a hockey rink.

Park Board Chairman Michael Haeffner said those are the boards that are currently in Alpha which came from Windom. When the boards were offered, Haeffner said he met with the Windom Hockey Association. He said there was going to be too much hardware that needed to be replaced to make use of the boards, so the Park Board passed on the offer and then Alpha picked them up.

**ADJOURNMENT**

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

**PETERSON/MORE moved and it was unanimously carried to adjourn the Jackson City Council meeting at 6:32 p.m.**

Mayor Walter thanked everyone for attending.

Skaret also thanked and wished everyone a Happy New Year.

Mayor Walter reminded everyone the next City Council meeting in two weeks would begin at 6 p.m.

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**David A. Maschoff, Council Secretary**

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**Wayne Walter, Mayor**

