

Jackson, Minnesota
March 19, 2019

The Jackson City Council met in regular session in the Council Chambers of City Hall at 6:30 p.m. on Tuesday, March 19, 2019 with the meeting called to order by Mayor Wayne Walter. On the roll call, the following persons were present: Mayor Wayne Walter, Aldermen Matt Madden, Larry Anderson, Brandon Finck, Jeffrey Gay, Donnie Schoenrock and Dave Cushman, City Administrator Matt Skaret, City Attorney Brad Anderson, Financial Consultant Shannon Sweeney of David Drown Associates, Engineer Greg Mitchell of Bolton and Menk, Engineer Maria Tiegs of SEH, Street Superintendent Phil Markman, MRES Jackson Distribution Maintenance Foreman Jeremy Boogerd, Water/Wastewater Superintendent Jeremy Boogerd, Jackson Assistant Fire Chief Dave Bond, Jackson Fire Department Training Officer Michael Haeffner, Carla Wommer, Jeff Buessing, Hanna Rossow, Bridget Kolander-Gilbert, Paul Hargus, Scott Hargus, Pastor Steve DeKok, Justin Lessman of the Jackson County Pilot and Dave Schmidt of KKOJ/KUXX Radio. (A quorum of the City Council was present.)

CALL THE MEETING TO ORDER

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

PUBLIC HEARING FOR THE SMALL CITIES DEVELOPMENT PROGRAM GRANT

Mayor Wayne Walter asked for a motion to open the public hearing for the Small Cities Development Program Grant.

SCHOENROCK/ANDERSON moved and it was unanimously carried to open the public hearing for the Small Cities Development Program Grant.

City Administrator Matt Skaret said back in 2017, the City was awarded a Small Cities Development Grant through the Minnesota Department of Employment and Economic Development for residential housing rehabilitation. He explained as part of the program requirements, the City is required to have a public hearing. Skaret noted proper notice of the public hearing was published in the local newspaper.

Skaret introduced Jeff Buessing with UCAP who is the City's grant program administrator.

Buessing reviewed facts about the Small Cities Development Grant for Jackson. He explained the City of Jackson was awarded \$531,875 that is to be used on 25 homes for rehabilitation. Buessing said \$18,500 is the average grant per home.

Buessing said the program's rules have been good. He explained UCAP has been doing historical values of the houses with the State Historical Society. Buessing said right now, they haven't done too many of the City loans yet but they are still processing some that are out for bids.

Buessing explained there are 13 projects that UCAP has looked at. He said some projects are completed, some are in the process of getting bids and some people have requested and had information sent to them.

Buessing said UCAP is in need of 25 more applicants for the program. He said that's UCAP's biggest push right now. Buessing said he's been talking with Community and Business Development Specialist Thomas Nelson in the Jackson Economic Development Office who has been working with the local newspaper in placing ads in an effort to get more applications submitted. He said application submissions have been really slow. Buessing noted this grant ends on September 30, 2020 so efforts need to keep moving right along to try and get people to apply and use that money.

Mayor Walter asked if anyone had any questions for Buessing.

Carla Wommer said she had applied for the grant and was approved but her home was not located in the target area. Wommer said she doesn't understand why there has to be a target area. She explained her house is in need of repair. Wommer said she will be lucky to make it through the spring without the ceiling falling down because of the condition of her roof.

Skaret provided background information regarding the target area. He explained the State requires the City to have a target area in order to apply for the grant. Skaret said the City has to pick a specific area of town where the grants will be eligible. He pointed out that area was expanded but it still is a target area. Skaret asked Wommer what her address is.

Wommer explained she was invited to the informational meeting last year and filled out and sent in all her paperwork and was improved. However, Wommer said she wasn't in the right area. She said she doesn't understand why if there's money available.

Wommer said she works full-time and also part-time. She said she pays her taxes and pays her mortgage. She said her house is located along County Road 34 west and is the last house within the City Limits. Wommer said it's unfortunately the worst house in Jackson. She said if she would have known more about the house she wouldn't have bought it.

Wommer explained she lives in an earth home located on County Road 34 west. She said it's a unique situation. She noted she can't get insurance through homeowners insurance because it's underground. Wommer said she's frustrated.

Wommer asked when there's money available and applications are not being submitted why the program doesn't accept people that are on a waiting list. She said she doesn't understand the target area. Wommer asked who's making the target area.

Buessing explained the target area was made by the surveys that were sent out. He the surveys were sent out and UCAP did hand deliveries in the areas that were picked. Buessing said the surveys that were returned are the areas that are looked at. He explained UCAP has to look at a 20 block area when the grant is written. Buessing said there were two areas that were target areas. He explained the area on the west side of Jackson was the first area the first year and then they moved to the other target area so they have both target areas that they're working on now. Buessing said target areas are developed through the surveys that are returned.

Wommer commented she filled out a survey and sent it back. She added she received a phone call from a gentleman inviting her to attend a meeting to fill out the packet information. Wommer said she attended the meeting and filled out the packet. Wommer explained she then received a letter saying she was approved for the program but she was being denied because she did not live in the target area. She said she is literally emptying buckets every day and hopes she'll make it through the spring because she has to have something done.

Buessing said the other alternative for Wommer would be for her to talk with the Economic Development Office and work through the EDA's loan product.

Wommer said she talked with Community and Economic Development Specialist Tom Nelson about a loan and only a loan amount of \$5,000 is available. She explained her last estimate on a new roof was \$40,000. Wommer said she has \$20,000 in the bank and she needs another \$20,000 or \$25,000 just to do the roof not including the damage that has been done in her home.

Skaret said it's unfortunate that the State doesn't allow the City to open up the program to the whole town. He explained the State requires the City to limit the program to a certain part of the town. Skaret said as Buessing mentioned, to determine which part of town to target UCAP has to send out surveys to get a gauge of what the level of need and interest is. He said based off the surveys is how the target areas are selected.

Wommer said she has too much pride to just walk away from her house. She said she has too much invested. Wommer explained she's been in her house for 13 years and she's not going to just walk away and say oh, the bank can take it. She said that's not right. Wommer said she has too much pride for that. She said she is looking for a third job right now. Wommer said if she could get a loan or do something.

Gay asked if it's the State that stipulates the target area.

Skaret said the State requires the City to have a target area.

Gay asked for what purpose.

Skaret explained because it's State money and the City gets the grant from the State.

Buessing added its State and Federal money.

Wommer said a few years ago she had to hook-up to City sewer. She said she understood and attended the meetings regarding that. Wommer said she was not in the target area for the sewer so she had to do the hook-up to the sewer independently because no grant money was available. She said that raised her house payment almost \$200 a month. Wommer said she can only do so much. She said she only has so much.

Skaret asked Wommer if she has checked with Rural Development. He said he knows Rural Development has a housing loan fix-up program. Skaret said he didn't know what the status of the program was but he could have Tom Nelson check into that.

Wommer said she has spoken to Nelson and he was very nice. She said she knows the City Council doesn't have any control on the Housing Rehabilitation Program. Wommer asked if there is anyway or anything out there that anybody knows of where she could get a loan or help or something. Wommer said she can only stretch her budget so far.

Wommer said she talked with Tom Nelson who said the City would only allow a loan of \$5,000. She said she's wishes it would only take \$5,000, but it's going to take more than \$5,000 to fix her problem.

Skaret noted the Rural Development Program. He said that's not a City program but a federal program. Skaret said he doesn't know a lot about it but he does know they have housing repair programs. Skaret said he can have Tom Nelson look into that and contact Wommer.

Wommer said Nelson has her phone number because she just spoke with him last week.

Mayor Walter asked if there were any further questions or comments for the public hearing.

Schoenrock told Wommer not to feel bad. He said that's what the City Council is here for.

Wommer said she saw the notice of the public hearing in the newspaper and thought she should attend.

Schoenrock told Wommer this is what the City Council is here for to listen and try to help her out. He said following up with Nelson is a start with a \$5,000 loan and maybe that can get her into something else along with money she has along with assistance from a lender. He noted setting up another meeting with Nelson and having Skaret look into Wommer's request a little bit more. Schoenrock said they will do what they can. He said there's only so much the City can do. Schoenrock said he appreciated Wommer attending the public hearing. He reiterated that's what the City Council is here for.

Wommer thanked Schoenrock.

SCHOENROCK/MADDEN moved and it was unanimously carried to close the Public Hearing on the Small Cities Development Program Grant.

Mayor Walter announced the Public Hearing was now closed.

There were no bid lettings and no open forum.

There were no unscheduled guests who attended the meeting.

CONSENT AGENDA

Schoenrock asked to pull Consent Agenda item 6 (F) regarding the Park Board recommendation to approve the Ashley Park and Central Park tennis courts resurfacing quote from Stevenson Asphalt for \$31,900.

SCHOENROCK/FINCK moved and it was unanimously carried to approve the Consent Agenda as presented minus Consent Agenda Item 6(F).

Schoenrock asked if the courts were going to be striped right away.

Anderson said a stripper has to be found.

Schoenrock said his second question regarded the layout of the court at Ashley Park. He said a couple of years ago a specific concept from Blaise Jacobson was to have, for example, a 3 on 3 basketball tournament on the court at Ashley Park to coincide with events at the park. He said several Park Board members looked at the court and figured out the layout of the court. Schoenrock said he was curious if the layout of the court at Ashley Park would be two basketball courts and a pickleball court. He said there were people who play basketball who looked at the court and said the layout was good. Schoenrock said he just wanted to make sure that the layout of the court is going to be useable and that we're not putting too much on the court.

Anderson explained the pickleball court is portable. He said the posts and net come out and then you have two basketball courts. Anderson said when there are pickleball players they can put in the posts and net and play. He said the court will be striped for pickle ball too in addition to basketball. Anderson said that's what the Park Board talked about.

SCHOENROCK/FINCK moved and it was unanimously carried to approve Consent Agenda Item 6(F) regarding the Park Board's recommendation to approve the Ashley Park and Central Park Tennis Courts resurfacing quote from Stevenson Asphalt for \$31,900.

Council Discussion Items

BRIDGET KOLANDER-GILBERT – RHYTHM OF THE RIVER, JULY 12-13, 2019

Kolander-Gilbert said she was speaking to the Mayor and City Council seeking approval to serve alcohol Friday, July 12th from 5 p.m. to 12 a.m. and Saturday, July 13th from 11 a.m. to 12 a.m. for the Rhythm of the River event. Kolander-Gilbert said the event will be held at Fort Belmont. She explained the layout for serving alcohol will be within the City limits at the Fort Belmont property which is the same as last year. Kolander-Gilbert said she prefers it that way and logistically it makes more sense with their trailers to be located in the same spot as last year. She noted that layout went well last year.

Skaret said Kolander-Gilbert's presentation was informational regarding the Rhythm of the River in addition to plans for the liquor license. He noted the Council already gave approval to Kolander-Gilbert's request in the Consent Agenda. Skaret pointed out Consent Agenda item 6(E) approved a two day temporary liquor license for the Rhythm of the River organization for the Rhythm of the River event to be held on July 12th and 13th, 2019 at Fort Belmont.

Kolander-Gilbert thanked Mayor Walter and the City Councilmembers.

FIRE DEPARTMENT ACCIDENT DEDUCTIBLE REIMBURSEMENT POLICY

Skaret noted the Council's approval on March 5th of a reimbursement and a policy for EMT's for the Ambulance Department when they respond to a call. He said the policy pertains to those rare instances when the EMT gets into an accident in route to the Fire and Ambulance Hall and it's not their fault and there's damage to their vehicle and they have to pay a deductible. Skaret said the Fire Department Accident Deductible Reimbursement Policy basically mirrors what the City Council did for the Ambulance Department as far as adopting a policy. He said the wording in the policy basically substitutes the word "ambulance" with "fire". Just like the policy adopted for the Ambulance Department, Skaret said there would be a cap of \$500 for a deductible reimbursement, no fault, carrying proper insurance and proof of repair, same parameters.

CUSHMAN/GAY moved and it was unanimously carried to approve the Fire Department Accident Deductible Reimbursement Policy.

RESOLUTION NO. 13-0319: PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF \$2,210,000 GENERAL OBLIGATION UTILITY REVENUE BONDS, SERIES 2019A

Shannon Sweeney of David Drown Associates noted in the City Councilmember's informational packets was a cover letter and resolution initiating the process for the competitive sale of bonds to fund the South Highway Utility Reconstruction Project and the reconstruction of Sanitary Sewer Lift Station Number 4.

Sweeney explained the total project costs, including financing related costs, total about \$2,214,000. He said it's intended to finance the bulk of those through the issuance of \$2,210,000 in bonds.

Sweeney said this project has been on the table and discussed going back probably at least four years. He noted this isn't something that came about overnight. Sweeney said a plan was developed including a finance plan associated with these projects. He said modifications to the City's utility rate structure were made by adopting a multi-year utility rate structure that accommodates the debt service on the bond issue for these two projects.

Sweeney said a lot of time was spent thinking about how the City intends to implement these, what the City intends to charge and what the City needs to charge in order to continue to operate the system and pay for costs associated with improvement.

Sweeney said as the Council recalls, a rate survey was conducted and looked at a number of neighboring communities as a means to determine how Jackson's rates compare with the other communities in the area. He said it was found that Jackson was pretty low in that comparison which is not a bad thing and the rate increases were going to take Jackson to about an average.

Sweeney explained what he finds in his business is that those cities that set about to repair significant components of their infrastructure are usually going to be at about the same utility rate structure so the City of Jackson is working their way up to that. He said reconstruction projects have that effect.

Sweeney explained the proposed bond issue was structured over a term of 20 years so principal will be paid off over a 20 year term with level payments. He said the City is pledging water and sanitary sewer revenues but the final cash flow will likely have a tax levy component because historically the City has paid for storm sewer costs through City's tax levy.

Sweeney said there have been some brief conversations in the past and it's encouraged the City have conversations in the future about starting a storm water utility to cover storm water related costs.

Sweeney said most of David Drown Associates clients have in the last 10 to 15 years implemented storm sewer utilities because additional requirements that are imposed on the community with regard to building pond structures. He added maintaining those pond structures are causing cities to incur additional costs that they historically hadn't in the previous 30 to 50 years. He explained utilities have been created to one, recognize that this is a new cost that's being imposed on the residents of the community through mandates from state and federal governments. Sweeney said new facilities have needed to be constructed to handle storm water and those facilities have to be maintained going into the future. Sweeney said he promised Skaret he would talk about it again so he talked about it again for the Council's benefit. He said if the City Council ever wants to investigate that aspect he will be happy to continue that discussion. Sweeney said for tonight's meeting he would continue to focus on the two projects at hand.

Sweeney said it's intended to have the bonds pre-payable any time after February 1st, 2026. He explained up to February 1st, 2026, the City is required to make annual payments and the City can't prepay debt. Typically, Sweeney said when the City is borrowing funds for projects of this size, the City is not intending to prepay in that time period anyway. He said if the prepayment period was shortened, the City would pay additional interest expense. Sweeney said the interest rate would be a little bit higher if the prepayment provision was shortened. He said typically the prepayment period is put out six or seven years because that doesn't impact the interest rate for people who are going to be bidding on the purchase of the City's bonds.

Sweeney said David Drown Associates is recommending a competitive sale process which means they are going to prepare an offering document that describes in detail the City's ability to repay these bonds. He said the offering document will be sent out to about 25 underwriters who are the people who purchase and then resell the City's bonds to investors. He said probably three to five of those underwriters will actually bid on the purchase of the City's bonds on the bond sale which will be held on April 16th.

Sweeney explained bonds have been in short supply in the last few months so aggressive bidding has been seen. He said David Drown Associates did a County bond sale last month on a drainage project and there were eight bids for that bond sale. Sweeney thinks that's probably the most bids he's ever had on a bond issue.

Sweeney said right now the market is pretty good. He said from December it's come down and the interest rate that they've estimated at this point is just over three percent on the proposed bond issue.

Sweeney said David Drown Associates is recommending the purchase of a credit rating. He's said they're recommending that the City incur a fee to Standard and Poor's which is a credit rating agency based out of Chicago.

Sweeney explained Standard and Poor's will have a management call with City staff and himself. He said Standard and Poor's will ask a number of hard questions for about an hour that they will have to respond to. Sweeney said at the end of that process ultimately Standard and Poor's will make a decision based on the local economy, how much cash the City has on reserve, how much debt the City has outstanding to determine what the City's credit rating is. He said the City has maintained a very good credit rating of double-A-minus and no change in that credit rating is anticipated.

Sweeney said that will earn the City an interest rate that's probably about a half to three-quarters of a percent less than if the City didn't purchase that credit rating for approximately \$10,000. He noted that three-quarters of a percent on \$2 million amounts up to tens of thousands dollars. Sweeney said if it wasn't worth it, David Drown Associates would not put the City's staff through the process. He noted it's worth it because it saves the City money so they will have the management call and acquire the credit rating.

Sweeney said it's recommended utilizing the PFA which is the Public Facilities Authority. He said it's an agency of the State of Minnesota that has a credit enhancement program. Sweeney explained for a \$500 fee on utility projects, the State will provide a limited guarantee that they'll step in and make the City's bond payments if the City doesn't. He said for that, the City gets a little bit better credit rating and it saves the City a little bit more money for a \$500 fee. Sweeney pointed out it's only available on utility projects but the \$500 fee will save the City another few thousand dollars in interest expense so it's again worth the effort to participate in that program.

Sweeney explained the signature pages that he provided to the Mayor and City Administrator are just application pages for that program. He said by signing those pages the City has only agreed to apply to the program and are not issuing bonds yet.

Sweeney said the final interest rate will be locked once bids are received and they are presented to the City Council. He said if the City Council chooses to award the bid, that's when the interest rate is set on this bond issue.

Sweeney said the timeline is to initiate the process on March 19th, award the sale on or about April 16th, and then close on May 21st meaning the funds are already in the City's account and available to pay project costs.

Given the type of winter, Sweeney said he anticipates we won't be underway with too much construction by May 21st. He said the City will probably have funds in ample time to make the first construction draw payments.

Schoenrock asked if the resolution covers application to everything including the PFA.

Sweeney said it does.

Schoenrock asked if this would be the first reading of the resolution.

Sweeney explained this is just a resolution and not an ordinance. He said the resolution just starts the process and does not obligate the City to sell bonds at this point. Sweeney said that will take place on April 16th when he presents bids from underwriters.

MADDEN/CUSHMAN moved and it was unanimously carried to approve Resolution No. 13-0319 providing for the competitive negotiated sale of \$2,210,000 General Obligation Utility Revenue bonds, Series 2019A.

RESOLUTION NO. 14-0319: DECLARING A STATE OF EMERGENCY

Skaret said Resolution No. 14-0319 is in response to the flooding that started the prior week on March 13th and addresses the anticipated rise in the river that's occurring right now and going to be continuing as the snow melts and highly contingent upon precipitation.

Skaret explained the resolution was forwarded to him on March 19th by Jackson County Emergency Management Director Tawn Hall. He said the Jackson County Board of Commissioners adopted the resolution on March 19th.

Skaret said Resolution No. 14-0319 basically allows the City to make some emergency purchases and hire contractors if the City gets into an emergency situation. He said it allows the City to bypass the traditional competitive bidding laws in the state. Skaret said the City basically gets a waiver from those bidding laws during the emergency. He said hopefully the City doesn't have to exercise the emergency resolution but it's more of a proactive measure.

CUSHMAN/GAY moved and it was unanimously carried to approve Resolution No. 14-0319 declaring a State of Emergency.

WATER STORAGE TANK PROJECT – PAY APPLICATION NO. 4

Engineer Maria Tieg of SEH updated the Mayor and Council on the Water Storage Tank Project.

Tieg reported crews are now on site working outside the water plant and will be working now fulltime until the project is completed. She said on March 20th, the pieces for the ground storage reservoir tank will be arriving on site.

Tieg said Pay Application No. 4 for February 2019 is requested payable to Magney Construction in the amount of \$77,509.89.

Cushman asked if the project was on schedule for the middle of March.

Tieg said she thinks the project is about on target.

SCHOENROCK/MADDEN moved and it was unanimously carried to approve Pay Application No. 4 payable to Magney Construction in the amount of \$77,509.89 for the Ground Storage Tank Project.

UPDATE ON THE LIQUOR STORE

Skaret said the new liquor store opened on Thursday, March 14th. He said that's the day it rained in the morning and early afternoon. Skaret noted when the rain stopped the winds picked up with gusts up to 60 to 65 miles per hour for a number of hours and sustained winds of 30, 40 and 50 miles per hour.

Skaret said the shingles on the building were put on during the late fall and early winter when it was cold outside. He said it was a great unknown at the time how the shingles would last and the unknown really did not last very long. Skaret said as soon as we had any kind of high wind events, the liquor store building was losing shingles and the contractor was back patching shingles.

Skaret explained the shingles and the roof have a one year warranty. He said the north and west sides of the roof sustained very heavy damage when the high wind event occurred on March 14th. Skaret said the City was in contact with the architect right away. Skaret said the architect and the contractor were aware of the problem. He said the contractor will be in Jackson until the roof is patched.

Skaret said there have been some discussions regarding the liquor store roof long-term and whether to request a different style of roof or continue with the shingles. He said the shingles flying off the roof were a product of the shingles being installed in cold weather.

Also on March 14th, Skaret reported there were problems with the automatic sliding doors at the liquor store due to the weather. He explained the extremely high winds and the rain wrecked the sensor on the exterior of the door. Skaret said Fairmont Glass was on site first thing Friday morning and repaired the problem and put a cover over the sensor for the doors. He said there was no cover over the sensor before and there have been no problems since.

Skaret said other than the door and the roof, the first day of business at the new liquor store was great. Speaking with Liquor Store Manager Michelle Bratrud before the Council meeting, Skaret said sales have been strong and there have been a lot of positive comments about the store itself, the layout and the appearance. He said he thinks it's a store the public can be proud of and will certainly boost sales.

Skaret pointed out that regarding the liquor fund, that's money that stays right here in Jackson. He said it's not like other liquor stores that are owned by an out of town company or national chain. Skaret said that money does stay here locally and there is a \$41,000 transfer from the liquor fund each year that helps keep the property tax levy down for the City's residents. He said it's always important when you get a chance to talk about the liquor store that we talk about that it is a community benefit to have it verses it being owned by an outside company.

Gay asked if there was a reason the decision was made to roof the liquor store with shingles rather than steel up on the hill that's so windy in the first place.

Finck explained the product the engineer recommended is a 130 mile per hour wind shingle and is supposed to take the conditions that were recommended by them. He said winter conditions are a tough time to shingle and the shingles just don't set. Finck said once the shingles set, the product should perform the way it's supposed to. He said there is a 15 or 20 year warranty on the shingles. Finck said there is not a lot of concern beyond that according to the engineer.

Skaret noted the nearby Eagle Ridge housing has shingles and are in a similar situation on top of the hill and don't have shingles blowing off.

Cushman said the other factor of deciding to have a shingled roof compared to steel was the cost. He said there was a major cost difference between having shingles compared to steel.

Skaret said once the weather conditions cooperate, there will be exterior signage that will be going up. He said the exterior signage requires minimum 50 degree temperatures to put that up.

Skaret noted the contractor also needs to come back to put the second layer of asphalt on the parking lot and then complete the striping which will be done during the warmer weather months.

Skaret said there will be some landscaping and turf restoration that needs to be done.

Skaret said there's a punch list of items that the contractor was given by the architect when he was in Jackson during the final inspection before the City was given the keys to the store. He noted they are all minor items on the punch list. Skaret said the City is still withholding money so the City still has some leverage.

Mayor Walter said he wanted to thank Liquor Store Manager Michelle Bratrud for the extra time and effort she put in and the liquor store staff and everybody that helped in the liquor store move process. He said that was greatly appreciated. Mayor Walter said the City needs to send a thank-you to Bratrud's husband for being a doorman Thursday night, March 14th when the doors weren't working properly.

Skaret said the move from the old liquor store site to the new liquor store went as seamless as it could have been. Skaret said Bratrud had some wonderful help with outside suppliers and staff. He said they really did a phenomenal job to get everything moved in less than three days. Skaret said the liquor store was closed for three days with the bulk of the move taking place on Monday, March 11th. He said not only the move, but also getting ready to move and getting things off the shelf and put into boxes. Skaret said it really was a very well-oiled machine in getting all that done. He said hats off to Bratrud, the liquor store staff and all of her help.

HEAVY RAIN RECAP – PHIL MARKMAN, TONY OXBOROUGH AND JEREMY BOOGERD

Street Superintendent Phil Markman

Street Superintendent Phil Markman said starting on March 11th, the Street Department personnel reported to work at 4 a.m. to clean up the snow that fell over the weekend. He said the snow was cleaned up in the downtown area and intakes were opened up in anticipation of the warmer weather. Markman said Tuesday, March 12th, work continued to open up intakes. He outlined several intakes in Jackson that had to be unplugged and was opened up to drain water.

Markman said on Thursday, March 14th, the river was a 10.32 feet and they monitored the river level. He said on Friday, March 15th, with the rain stopping, the level of the Des Moines River dropped 19 inches overnight and through the day. Markman explained the warmer temperatures during the day and freezing temperatures at night helped to slow the snow melt.

Markman said the Street Department had eight pallets of sandbags that were left over from last summer. He said those sandbags were put out for the public and over the weekend they had less than a pallet of sandbags left. Markman said people were calling City Hall and himself and taking care of sandbagging themselves. He said they had zero calls over the weekend.

Markman said by 3 p.m. on March 18th, the water was back up over the top of the intake and he had two crews out filling in potholes in the streets with the majority of the potholes covered for now.

Markman said the main pumps are staged if something were to happen. He said on March 19th, river stage was at 10.62 feet and the river is projected to crest at 13.5 feet which is about four-tenths less than what the river level was at the maximum last summer. Markman said if the river projections follow suit, we will be at about the dike level down at the end of First Street. Markman said they have been going door to door on Kimball Avenue to work with residents along Dan's Island regarding how to handle the rising water. He said the ground has been saturated since last fall. Markman said the frost was down as deep as 50 inches.

Markman said the Street Department wants to be proactive and are going to fill sandbags the rest of this week. He said they may ask for the public's help also.

Markman reported there was about a 20 yard sluff off of the clay along Riverside Drive due to the snowmelt and water running off of the former cable TV tower hill. He said the Street Department put out some cones along Riverside Drive but the clay is not impeding travel on the street.

Markman said they are monitoring the situation. He said Jackson County Emergency Manager Tawn Hall has been good about providing updates and staying in contact.

Mayor Walter thanked Markman and asked Markman to thank the Street Department crew. He said don't be scared to ask for the public's help if it's needed. Mayor Walter noted the public came out last summer and it was a big help.

Markman said they also have the Fire Department resources for the mutual aid from the surrounding communities. He said Jackson has had help from the Lakefield and Alpha Fire Departments in the past.

Cushman asked if we get more snow, where will the Street Department haul the snow from downtown considering Albertus Field is completely under water.

Markman said snow could be hauled to the end of First Street because that ground is solid enough to do so. He said that's what they've done in the past.

Schoenrock asked what's going to happen with the slash pad if we have flooding like this again next year.

Markman said the splash pad will be built up higher and will be at the level of the trail.

Schoenrock asked Markman if they will have enough room to dump snow with the splash pad located in that area.

Markman said there is plenty of room to deposit snow and the splash pad won't affect the snow hauling at Albertus Field.

MRES Jackson Distribution Maintenance Foreman Jeremy Boogerd

Boogerd reported the Electric Department had two issues down near the Flower Market in Jackson. He said there is a transformer that sits a little low. Boogerd said Markman was able to get a hydraulic pump and they were able to get the water pumped down to where the transformer is dry now. He said as soon as the ground conditions allow, they are going to raise that transformer up a good 18 inches and shouldn't have that flooding problem in future years.

On another issue, Boogerd said he suspects the rain ran off into a downtown electric vault behind Leach's Decorating Center just across the street from the hair salon. Boogerd said the water ran over the top of an elbow, which is a high voltage connection that they have where a wire plugs into a module and both wires can plug into it. He said he thinks the elbow deteriorated over time and then the water leaking on the elbow caused it to blow off the module. Boogerd said the hot elbow came in contact with the ground wire which caused a fire. He said he was at City Hall when someone called and said there was a fire. Boogerd said he went down to the location and saw the fire and shut down the electric power to downtown so he could put the fire out. He said the Electric Department then back fed electric power to the downtown. Because of that, Boogerd said that one alley and that east side of Second Street was without electric power for maybe 20 to 30 minutes. He said the Electric Department is going to splice that cable out and seal it up and shouldn't have any problems with that vault anymore. Boogerd said there are similar vaults in Jackson. He said basically what they can do during summer maintenance is open up those vaults and see if there are any other elbows that are cracked or the rubber is deteriorated and replace them.

Schoenrock asked when the street lights on Main Street will be working again.

Boogerd said those lights are working again. He said the street lights on Highway 71 were repaired on Friday March 15th and the street lights on Second Street were repaired on Monday, March 18th. Boogerd said all the downtown street lights should now be working.

Alderman Anderson asked about replacing street lights with LED lights.

Boogerd said the streets lights are replaced with LED lights on a case by case basis.

Water/Wastewater Superintendent Tony Oxborough

Water/Wastewater Superintendent Tony Oxborough reported on Wednesday afternoon, March 13th, they had four lift stations go to high level. He said the lift stations at the golf course and New Fashion Park both went to high level. Oxborough explained the golf course lift station pumps to the lift station near New Fashion Park.

Oxborough said the other two lift stations are the KOA Campground lift station which is in front of Full Tilt and the other lift station is located between Countryside Plumbing and Svoboda Excavating. He said the lift stations at KOA and Countryside Plumbing were under water so they got sandbags and covered them up.

Oxborough said snow was removed from in front of Full Tilt to aid in draining water. He explained some manholes were covered with sandbags because there is so much water getting into the lift stations. Oxborough said they had to shut off the lift station by the golf course and let the water run.

Oxborough said the excessive amount of water was blamed due to the large amount of snow that we had. He said from Wednesday afternoon, March 13th to Friday, March 15th at 3:30 p.m. the lift station at the golf course was running over into the golf course. Oxborough said by 3:30 p.m. March 15th, everything was back operating normally.

Skaret said the bottom line is we just had too much water.

Oxborough said they have to wait until the snow melts to figure out where all the water was coming from.

Mayor Walter thanked Markman, Boogerd and Oxborough for the extra time and work they've been putting in to keep things headed in the right direction.
(Markman, Boogerd and Oxborough were given a round of applause)

**BOARD OF APPEAL AND EQUALIZATION MEETING AT 6:30 P.M. ON TUESDAY,
APRIL 9, 2019**

Skaret said this agenda item was really informational only so the Mayor and Councilmembers can mark their calendars ahead of time. He said this is the meeting where people can come and talk about their assessed values. Skaret said this is not the property tax meeting, but this is the valuation meeting.

Other:

Trails Committee

At the Trails Committee meeting on March 19th, Schoenrock said the Trails Committee asked if the cement pad of the shed that's being sold at the south end of where the new Memorial Park will be could be kept in place. He said the Trails Committee would like to keep the cement pad in place so they can use that for bicycle fix-up for the Bike Share Program. Schoenrock said the Trails Committee thought it would be a good spot because they wouldn't have to spend any dollars for a cement pad and it's already located in Memorial Park. He said in the future, the Trails Committee would construct a roof structure over the cement pad when funds allow. Schoenrock said that would be the location for the Bike Share Program and would utilize the cement that's already in the ground.

Cushman said he thinks the cement pad weighs in on how it fits in the whole master plan for Memorial Park. He said SEH is developing a plan and the cement pad for the Bike Share should have been a part of the plan if that's what the Trail Committee wants to do. Cushman said he thinks it's good if it fits in but suggested first seeing how the plan plays out and where everything fits.

Schoenrock suggested for now just keeping the cement pad for the Bike Share Program in everyone's minds to see if it will fit.

Mayor Walter said he doesn't have any problem keeping the cement pad in place if it isn't in the way of something else.

Stray Cats in Jackson

Gay thanked Justin Lessman of the Jackson County Pilot newspaper for this concise story he had about the situation with cats in Jackson. Gay said he's had several phone calls about the matter and he looked into it after the last City Council meeting and has done some research.

Gay said he's put together an ad-hoc committee to study the situation and see what can be done if there's nothing that's been done yet. He said he would like to go ahead with that. Gay said a meeting has been set-up to try and control the cat population and get that squared away down there. He said then the City won't have to worry about, hear about it or step it anymore.

Mayor Walter said he doesn't have a problem with trying to do something amongst the community; but he has a problem with the City putting out any more money towards it. He said that's the only stipulation he has. Mayor Walter said the City is helping where they can.

City Administrator Matt Skaret

Skaret reported advertising for bids for the Memorial Park project have gone out. He said the bids are due on April 8th at 1:30 p.m. Skaret said the Park Board will meet on April 9th and will have an opportunity to review the bids for Phase One. He said a recommendation from the Park Board will then come to the City Council on April 16th.

Skaret said the first AMI Metering Infrastructure Committee meeting will be held on Wednesday, March 20th at 4 p.m. at City Hall. He said the City received seven bids for AMI infrastructure equipment so there's been a lot of information to review. Skaret said Boogerd and Oxborough have been working to put together a presentable format for the Committee.

Healthcare Foundation

Schoenrock said the Jackson Healthcare Foundation has restructured the Healthcare Foundation's giving from being a 501C-3 to a private organization which changed their giving amount.

Schoenrock said the Jackson Healthcare Foundation held their annual meeting on March 19th. He said \$96,000 was awarded to different organizations in the City of Jackson. Schoenrock reported 16 different programs covering a wide variety of items from things for the school to the food shelf were awarded funding.

Street Department's One Ton Truck

Street Superintendent Phil Markman reported the Street Department's new one-ton truck has arrived at Asa Auto Plaza in Jackson. He said a representative from Crysteel came down to Jackson to meet with them and fine-tuned the box that will be installed on the truck. Markman said the cost for the box will be about \$1,500 less than what the City Council originally approved. He said Crysteel will begin constructing the box for the truck.

Markman said the specifications on the snow plow were also approved and fine-tuned. He said that will take longer to construct because of the chassis. Markman said two new trucks are in the works for the Street Department. He said things are moving forward with those two items.

ADJOURNMENT

With no further business, GAY/ANDERSON moved and it was unanimously carried to adjourn the meeting at 7:40 p.m.

David A. Maschoff, Council Secretary

Wayne Walter, Mayor

