

Jackson, Minnesota
November 4, 2019

The Jackson City Council met in regular session in the Council Chambers of City Hall at 6:30 p.m. on Monday, November 4, 2019 with the meeting called to order by Mayor Wayne Walter. On the roll call, the following persons were present: Mayor Wayne Walter, Aldermen Larry Anderson, Brandon Finck, Jeffrey Gay, Donnie Schoenrock and Dave Cushman, City Administrator Matt Skaret, City Attorney Brad Anderson, Community and Business Development Specialist Thomas Nelson of Community and Economic Development Associates, Kristy Thurmer of the Jackson Splashpad Committee, Street Superintendent Phil Markman, Engineer Greg Mitchell of Bolton and Menk, Pastor Steve DeKok and grandson, City Clerk/Council Secretary Dave Maschoff, Justin Lessman of the Jackson County Pilot and Dave Schmidt of KKOJ/KUXX Radio. (Alderman Matt Madden was absent.) (A quorum of the City Council was present.) (The regular City Council meeting was moved to Monday, November 4th, 2019 due to the Jackson County Central School District's Bond Referendum taking place on Tuesday, November 5th, 2019.)

CALL THE MEETING TO ORDER

Mayor Walter called the regular meeting of the Jackson City Council to order. He noted the roll call showed all Councilmembers were present except for Alderman Matt Madden.

There was no Public Hearing and no Bid Lettings.

OPEN FORUM

Mayor Walter noted Mr. Terry Adams who requested to be on the City Council agenda to discuss the need for mental health care facilities in rural areas was not present.

CONSENT AGENDA

ANDERSON/CUSHMAN moved and it was unanimously carried to approve the Consent Agenda as presented.

Council Discussion Items

SPLASHPAD AGREEMENT WITH VORTEX

City Administrator Matt Skaret explained we are entering a new phase of the Splashpad Project.

Thus far, Skaret said the Splashpad Project has been led by a very, very dedicated group of volunteers that have been known as the Splashpad Committee. He said that Committee has done all of the leg work as far as the fundraising, working with the vendor Vortex on a design and determining features for the splashpad.

Skaret said because the project is beginning the construction phase for liability purposes and because the City is going to be owning the splashpad, there have been several meetings with the Splashpad Committee and City Attorney Brad Anderson. Following those meetings, Skaret said their recommendation is that the City Council officially take over the project although the Council will be relying on the Splashpad Committee for a lot of guidance.

Skaret said it's time to get the contract in the City's name with Vortex. He explained that's what's being proposed to be done at the November 4th City Council meeting. Skaret said an agreement with Vortex, the vendor that the Splashpad Committee has been working with, was enclosed in the City Councilmembers' informational packets.

Skaret said the total price the contract covers is \$329,950. He said that includes everything except what's called the pump room or where the pumps will be stored. Skaret said that will be purchased separately through Boekett Lumber. He said the cement pad the pump room will sit on is not included in the price.

Skaret said one thing that's come up recently that they have learned is that a splashpad itself, as it's currently designed, when it rains, the rainwater flows into an underground water tank. He explained the water tank is what feeds the splashpad and is what is circulated through the pumps where the chemicals are added and so forth. Skaret explained that water turns over quite frequently- about every 30 minutes.

Skaret explained when it's raining, that water tank will get full and the overflow is designed to connect into the sanitary sewer system. He said that's exactly what the City has been fighting in the rest of town in trying to reduce the City's inflow and infiltration. Skaret noted the City doesn't want to be contributing to our own problem that we're trying to combat. He explained what's needed to correct that is what's called a "diverter" to divert the rainwater into a pipe that will be pumped towards the nearest storm sewer. Skaret noted Street Superintendent Phil Markman and Water/Wastewater Superintendent Tony Oxborough have been surveying the site.

Markman said there is an intake down the third base line of the north softball field. He said depending on where that outlet will be, it's approximately 185 feet away. Markman said they haven't had a chance to survey the area in detail, but in just looking at the area, there should be enough fall for the water to run. He noted only a one percent grade is needed. Markman said it's hoped there's enough fall there for gravity to take the water away. He said the line would have to be bored to avoid trenching across the new softball field.

Markman asked if the third softball field had a sprinkler system.

Finck said it did.

Markman said they should be able to bore underneath that softball field's sprinkler system.

Skaret said there will be added cost. He noted the added cost for the diverter will be approximately \$11,000 without the boring and any piping supplies.

Finck asked what the cost would be for the boring.

Markman said he would have to talk with Electric Department Superintendent Jeremy Boogerd. He said there is a contractor that usually assists the City on those types of jobs and is pretty reasonable on price. Markman said the contractor has obliged the City in helping out on projects in the past when they're in Jackson working on other projects.

Skaret said the cost for boring is unknown at this time.

Skaret asked Kristy Thurmer of the Splashpad Committee if she had an update on the fundraising and what's available for funds.

Thurmer said the Splashpad fundraising goal a year-and-a-half to two years ago was \$300,000.

Thurmer explained with moving the splashpad to a new location, making everything ADA accessible, updating the bathrooms a little bit, adding sidewalks and two handicap parking spots, total cost for the project is about \$340,000.

Thurmer said the Splashpad Committee's fundraising total is currently just over \$320,000. She noted the Committee is also waiting for two grants and there is also an anonymous donor who wants to work with the Splashpad Committee. Thurmer said they are hoping to raise funds to that \$340,000 level. She said the Splashpad Committee is continuing to fundraise, seeking grants, and doing community fundraising. Thurmer said she personally thinks they're going to be good. She said the Committee has a few other donations they're hoping to receive. Thurmer said they're hoping to get a discount from a local contractor for the cement that's needed for the project. She the Splashpad Committee is doing really good with fundraising and it's going to happen. Thurmer said parts for the Splashpad are arriving this month.

Markman reported two pallets of parts for the splashpad arrived on Friday, November 1st. He said the tank arrived along with some other pieces. Markman said he received an email on November 4th that more of the equipment will be shipped later this week.

Thurmer said it's some exciting stuff.

Cushman said it sounds good and we're headed in the right direction. Regarding the storage of the parts for the splashpad, Cushman asked if the parts are being stored indoors or outdoors.

Markman explained they found room in the cold storage at the City/County Maintenance Facility to store the 2,000-gallon tank so it's not exposed to the elements. He said depending on the size of the other items for the splashpad, there should be room in the heated storage up on top in the racks at the Maintenance Facility.

Thurmer noted Vortex said the parts can also be stored outside if needed.

Markman said with the weather and the sun, he would rather see the parts stored inside if they have room in the Maintenance Facility. He noted storing them inside will also avoid the potential of someone accidentally hitting the parts if they are stored out in the yard once the snow starts flying.

Cushman asked once the City takes over the Splashpad Project contract with Vortex, how do the fundraising aspects take place. He asked if the City and Splashpad Committee are two separate entities, how does the money transfer and how does that all take place.

Thurmer said the Splashpad Committee has been working under three different accounts. She explained they have a savings account at Bank Midwest in which anyone can donate to that and noted that's not tax deductible. Thurmer said they've been working with the Jackson Community Foundation. She explained donations to the Jackson Community Foundation are tax deductible. Thurmer pointed out some grants have gone into the City account.

Thurmer said all of the money is funneling through the City account now. She explained when the first payment was made to Vortex, it came from the City. Thurmer said there really won't be much change as far as that goes. She said all of the money will still be coming to the City.

Finck stated as the City assumes the contract with Vortex for the splashpad, then the City is also assuming all the liabilities for the work and bills from this point on whether the funds are available from donations or from the City.

Skaret said that's kind of the way it's set up now.

Finck said he just wanted to make sure everyone was all on the same page and understands where we are at.

City Attorney Brad Anderson noted that some of the donations for the splashpad will be coming in over the next year or two so the City will have to fund that up front until the money comes in to replace it.

Finck pointed out some of the donation installments have already been made.

Cushman commended the Splashpad Committee. He said when the fundraising campaign first started, he didn't know if they would reach their goal. Cushman said hats off to the Splashpad Committee. He said it was a big undertaking and the Splashpad Committee had done an awesome job and is unbelievable. Cushman said he thinks it speaks for our community that there's people that invest in our community with a cause and purpose and the Splashpad Committee has demonstrated that. He said the Splashpad Committee has done a great job.

Skaret added the Splashpad Committee has been remarkable with communication and also have been very flexible. He said when they started on this venture back in 2017, the Splashpad Committee was expecting to locate the splashpad in Memorial Park. Skaret said that plan was scrapped and the Committee searched around for another location. He said there have been some other hurdles that have also come up along with this last hurdle of the rain water diverter. Skaret said there's been a lot of hoops and hurdles but every one of them has been overcome so far.

Cushman noted some of the funds the Splashpad Committee raised went into remodeling of the City's restrooms at Albertus Fields. He asked if that's been worked out or where are we at on that.

Thurmer said that's been completely worked out. She said that was all donations and believes the Park Board put the rest of the money towards that so that's even.

Finck said he believes the Splashpad Committee was reimbursed for the renovations at the City's restrooms at Albertus Fields.

Cushman said he didn't want the donations for the splashpad to benefit the City's restrooms that are not part of the splashpad project.

Markman said he thinks that was all taken care of by the Park Board.

SCHOENROCK/GAY moved and it was unanimously carried for the City to approve entering into the contract with Vortex for the Splashpad Project in the amount of \$329,950.

Mayor Walter thanked Thurmer and the Splashpad Committee for all their work.

Thurmer thanked Mayor Walter and the City Council for helping the Splashpad Committee.

MEMORIAL PARK APPLICATION FOR PAYMENT NO. 5 AND SUBSTANTIAL COMPLETION

Skaret reported the Memorial Park Project is considered substantially complete for all intensive purposes. He noted Street Superintendent Phil Markman walked the site with the on-site representative from SEH.

Skaret said all that's left to do is some patch work in some washout areas where the grass seed and soil washed out from some of the heavy rains earlier on. He said that's really the bulk of it.

Markman noted Svoboda Excavating was at the site on November 4th cleaning up the left-over dirt and construction debris. He said the Street Department painted stripes across the trail and painted on White Street where the sidewalk was extended and put handicap accessible markings onto the trail. Markman said those had to be designated crosswalks.

Skaret said the Memorial Park Project Pay Application No. 5 is for \$30,495.46. He noted for reference, overall the project came in about a thousand dollars under the revised budget after the change order was approved back in June. Skaret said the rest of the project came in slightly under budget so that was good.

Skaret pointed out after Pay Application No. 5 is approved, the City is still withholding two percent in retainage which amounts to \$9,945.76.

ANDERSON/CUSHMAN moved and it was unanimously carried to approve Memorial Park Project Pay Application No. 5 in the amount of \$30,495.46 to Svoboda Excavating of Jackson.

PROPOSED 2020 CEDA CONTRACT

Skaret noted the year is quickly coming to a close and there is a proposed new CEDA contract for 2020. He noted the proposed new contract was included in the Mayor and City Councilmembers informational packets.

Skaret said the draft of the 2020 contract is virtually identical to the contract the City Council approved last year except there's a three percent increase in the fees. He said the old contract was up to \$100,000 and the proposed contract for 2020 is for \$103,000. Skaret said a three percent increase is what was incorporated into the preliminary City budget and tax levy so there weren't any surprises there. He said otherwise, everything else in the proposed new contract is the same.

Skaret said the new contract still provides funding for one full time position which is Tom Nelson and then the part-time assistant which is Trisha Porter.

Skaret asked Nelson if he had anything to add.

Nelson said everything has been going well. He said the addition of Trisha Porter as an Administrative Assistant has been a real big help in the office specifically with all the different entities that the Economic Development Office works with.

Nelson said on November 14th, the CEDA Partnership Celebration will be held from 5 p.m. to 9 p.m. at the Cannon River Winery and the Mayor, Councilmembers and City partners are invited to attend. He said that event will coincide with CEDA's annual meeting.

Finck noted the City entered into a contract with CEDA two years ago. In addition to the savings it's provided to the City, Finck pointed out the benefits of being able to take advantage of the networking opportunities through CEDA.

Nelson said CEDA is now up to 27 or 28 representatives working in various communities.

Finck said that's a huge asset that the City is getting for what they are spending on the contract with CEDA. He said he thinks the contract with CEDA has really done what the City set out to do.

Mayor Walter said he wanted to pass along his thank-you to CEDA and Nelson for all they do for the City.

FINCK/ANDERSON moved and it was unanimously carried to approve the contract with CEDA (Community and Economic Development Associates) for 2020 in the amount of \$103,000.

SOUTH HIGHWAY PROJECT PAY APPLICATION NO. 6

Engineer Greg Mitchell of Bolton and Menk explained before the City Council is Pay Application No. 6 for the South Highway Improvement Project. He said the City's portion of the project pertains to the utility improvements. Mitchell said the City's portion of this estimate is \$94,298.60. He said the total amount earned to date is about 94 percent completed. Mitchell said what the contractor has earned to date is \$994,872. He said there's about \$65,000 between what the contractor has earned and what the estimated amount was for the project.

Mitchell explained what's left to be constructed is one manhole structure that goes in River Street next to the river that couldn't be installed earlier this year because the river was too high. He said with the way the project has gone this fall, the contractor is going to wait to install that structure until the rest of South Highway is done. Mitchell noted with that structure and storm sewer, the City is only paying 45 percent of that so it's only a portion of that manhole structure and then there are some castings that go into manholes yet. He said he doesn't foresee any issue going forward with that amount that is budgeted for this.

Mitchell said South Highway Project Pay Application No. 6 is for \$94,298.60.

Finck asked how the project is doing timewise.

Mitchell said the contractor is looking to pave a portion of the project. He said they are planning to pave the last block on the east edge from Third Avenue to the County Road. Mitchell said everything that has curb and gutter will have bituminous. He said there is going to be two blocks between First Avenue and Third Avenue that will not get curb or pavement this season. Mitchell said according to his discussion with the contractor, they are planning to put bituminous in the driveways for temporary access through the winter but the street itself will be gravel.

Skaret asked if the County will be doing snow removal on South Highway this winter.

Markman said that was correct.

Cushman asked Mitchell if there was money in reserve or held back as incentive for the contractor to finish the work that's left to do.

Mitchell explained the total retainage for the project is just under \$100,000 and the City's portion of that is about \$49,000 in retainage which represents about five percent.

Schoenrock asked what was the original estimated completion date for the project.

Mitchell said the original completion date was October 18th. He said the County has given the contractor an extension. Mitchell said he's not sure exactly on what date they have agreed on for that extension. He said he believes it's the middle of this month (November) but obviously the contractor is not going to get the project done this year so it will carry over into next year.

Schoenrock asked if the contractor goes past the completion date, are their penalties?

Mitchell said there are liquidated damages built in the contract.

Schoenrock asked when that timeframe starts and when does it stop because obviously the winter months don't count.

Mitchell said the winter months don't count. He noted we haven't used this clause before but he's sure it's in MnDOT specifications or County specifications, but on November 15th work will be suspended until April 15th. Mitchell noted any liquidated damages would not be applied through those months.

Finck asked how does the County give an extension to the City's contract for the City's part of the project. He said he doesn't understand that.

Mitchell explained there is only one contract. He said it's the County's contract. Mitchell said the City is paying for a portion of the contract which is the utility work.

Finck asked so the County has the authority to extend what the City was expecting for completion date?

Mitchell said that was correct.

Finck said he's pretty disappointed the County didn't come back to the City to let them know that this project was going to be extended. He said that's his opinion. Finck said there's a lack of communication there.

Skaret said he was just aware of the extension through Mitchell.

Mitchell said obviously we're well beyond the completion date of October 18th. He said he thinks giving the contractor an extension was just negotiated between the County and the contractor last week.

Finck said it's just disappointing that the County didn't include the City on that. He said this is a million-dollar project for the City and that's a fairly sizeable project and to not have discussion on that prior is disappointing.

Cushman noted the project will be suspended until April 15th. He asked when will the contractor be back? Cushman said the City is going to have residents affected by this. He asked when will our residents of the City be able to have a completed project?

Mitchell said the contractor will come back as soon as the weather is suitable for completing the work. He said he don't know if the County has come up with a revised competition date. Mitchell said he knows the County has given the contractor an extension. He said he's not sure of what the date is just yet.

Cushman asked if there's enough work there for this contractor to want to come back and finish this on a timely manner or get back to it when he can. He said that's his question.

Mitchell said yes.

Cushman said which is it?

Mitchell said there's \$100,000 in retainage to get the contractor to get back.

Finck noted the liquidated damages have been waived by giving the contractor an extension.

Mitchell said the County has given an extension but that doesn't waive the liquidated damages. He said he doesn't know the exact dates, but the contractor maybe received a two-week extension up until November 15th or maybe it's four weeks. But in the spring, Mitchell said all of these will go into effect again.

Finck asked when will they have the driveways completed and the road graveled. Finck said if I'm a resident living along South Highway, to be honest, I pretty upset and hot because this has really been a cluster all summer for them. He said he knows the weather has been part of it.

Finck said he's frustrated with the County for the lack of communication with the City when it's affecting all the City's residents. He said that's his opinion. Finck asked what are the completion dates for these driveways of putting asphalt in and graveling this thing. He asked how do they make this acceptable to the citizens that are living along that road.

Mitchell said everything has gravel on it right now. He said he thinks all the driveways have access. Mitchell said the contractor is going to pave sometime this week maybe on Tuesday, November 5th or on Wednesday November 6th depending on the contractor's schedule and the weather.

Mitchell said the temporary driveways, as far as having asphalt, will probably happen this week.

Schoenrock said he echoes the same comments Finck made. He said it's a really easy swipe of the pen to extend this contract for the County when it doesn't really affect them. He said it's the people we have to worry about. Schoenrock said that's frustrating. He said he's seen things on Facebook and had people contact him in person saying don't drive on South Highway and how bad the road conditions have been.

Schoenrock said he really doesn't have anything positive to say here other than the fact that it's just disappointing that the contract got extended without the County having any discussion with the City at all explaining the reasons why an extension was granted. He said the residents living along South Highway are the people the City Council is responsible for. Schoenrock said those residents need people in a position to fight for them. He said it just sucks. Schoenrock echoed Finck's comments that he wishes there had been better communications from the County. He said there's not much they can do now because winter is here. Schoenrock said if the residents along South Highway have issues with their driveways during the winter, we have to take care of that somehow.

Finck asked Mitchell if the County has reached out to the residents affected by this.

Mitchell said he believes the County has been talking pretty much with everybody on site along South Highway.

Finck asked if all the residents along South Highway and the side streets and roads affected have been contacted by the County.

Mitchell said he can't promise the County has contacted everybody but the residents who have concerns that have been talking with the County have been addressed.

Gay said it would be nice to know what the County is telling residents exactly so the City Council can maybe echo that same sentiment if the City Councilmembers receive calls again.

Gay asked about the Barnel Road corner and whether that issue has it been resolved.

Mitchell said curb was installed not all the way up Barnel Road. He said he stopped at the site earlier in the day and the curb comes around and stops. Mitchell said they were talking about extending it all the way to the top where that transition is next to Mike Nielsen's driveway. He said he's not sure exactly why they didn't finish that. Mitchell said he didn't know if it wasn't ready or if there was some other issue there. He said he doesn't know if Nielsen is ever going to say he likes the new layout. Mitchell said it's a change.

Gay said he agrees. He said if the road is done, we'll see how it's going to react to snow and stuff. Gay said his concern is what are we going to tell the people that call about the South Highway project. He said he would like to be able to tell them something that's on the same note that's the County is telling them.

Mitchell said he would talk with Jackson County Public Works Director Tim Stahl and try and get some more information and send that information to Skaret who can distribute it.

Cushman noted the City would not be plowing snow on South Highway this winter. He asked Markman when the City Street Department in the past would have normally gone out to clean the snow off South Highway.

Markman said the City used to plow South Highway right away.

Cushman noted it would be one of the first roads plowed. He asked if the County would be following the same plowing schedule this winter.

Markman said he believes so. He said the County has blades come in at 5 a.m. and the City starts plowing at 4 a.m. Markman said the County usually plows Ashley Street to open that up for people traveling to AGCO.

Cushman asked why the County felt they needed to plow South Highway this coming winter.

Markman said South Highway belongs to the County.

Cushman asked why has the City been plowing South Highway all these years?

Markman said the City has been plowing South Highway for just the past two years. He explained when the City had the force main break on South Highway, the County felt that the patch in the road wouldn't hold up. Markman said it's been just the last two year's the City has maintained it since the force main break but now the County is going to maintain South Highway again. He said that information came from Tim Stahl.

CUSHMAN/ANDERSON moved and it was unanimously carried to approve the City's share of South Highway Project Pay Application No. 6 in the amount of \$94,298.60 payable to GM Contracting.

JOINT MAINTENANCE FACILITY ELECTRICAL BID

Skaret explained approval is being requested on a bid from Ron's Electric of Windom for some electrical work at the joint City/County Maintenance Facility. He noted the work includes installing generators at the Jackson and Lakefield Maintenance Facilities. Skaret explained Jackson County Public Works Director Tim Stahl has requested applying to FEMA for funding for installation of the generators. He said FEMA funds would pay for 75 percent of the costs. Skaret said unfortunately it will take six to eight months to get notification if the FEMA funding has been granted.

Skaret explained the basis for the generator work is so the garage doors on the maintenance facility can be moved up and down electronically during power outages instead of manually as has been done since the facility was built.

Markman said when the City/County Maintenance Facility was built, it was something that was overlooked. He explained since the building was constructed, the maintenance doors where the trucks are parked were not hooked up to the emergency generator. Markman said if the building was out of electric power, they had to manually open the doors which takes about three people to open. He said County Emergency Management Coordinator Tawn Hall looked into the matter and discovered that FEMA funding may be available for the electrical improvements. Markman noted that the funding to pay for the improvements has to come from FEMA. He said the City and County can't get it fixed and pay for the improvements and then get reimbursed by FEMA. Markman said the FEMA funding has to pay for it directly so the City and County have to wait six to eight months for the FEMA funding.

Markman said the Lakefield shop facility, which has nothing to do with the City of Jackson, also has no generator. He said when the Lakefield facility is out of power, they also have to manually open their garage doors. Markman said Jackson County will pay for the improvements at the Lakefield shop facility.

Skaret explained the other electrical work such as the ceiling fans in the maintenance bay could proceed along with the three-phase electrical meter testing. He said that's the only thing the City would have to pay would be the \$773 for the three-phase electrical meter testing. Skaret said the rest of the expenses for the work would either be FEMA funded with the generators and/or come out of the remaining funds on hand for the construction of the Maintenance Facility. He said there's still about \$300,000 in the Building Construction Fund that could be used to pay the balance.

Cushman asked if the generator won't be in place this year.

Markman explained the generator is already there. He said the generator from the old City Shop that was used to run the City Shop, the Electric Shop and the Lift Station by the Golf Course was moved to the new City/County Maintenance Facility. He said somehow the wiring was goofed up. Markman explained what is being installed is a new transfer switch that will power everything with the stipulation that you won't be able to run everything in the building all at the same time. He said it's understood that everything can't be operated at the same time, but at least they'll be able to open the Maintenance Building's garage doors without having to manually do it.

Cushman asked if the Maintenance Facility has a generator to get us by.

Markman said there is generator power available but the four garage doors don't open right now with the present generator.

Finck asked if there is a generator or not.

Markman explained the generator in Jackson is there. He said it was wired wrong.

Finck asked if the cost of \$33,774 for Jackson is for wiring.

Markman said that price is to correctly wire up the current generator. He said a lot of the cost has to do with the transfer switch.

Cushman noted the cost for the Jackson generator is \$33,774 and the three-phase electrical meter testing is \$773. He asked if that represented one-third, or is that the City's total cost.

Skaret explained that would be the total cost. He said the City's cost would be 30 percent of that amount. Skaret explained the City will not be paying for that with an extra check. He said it would either be FEMA funded or funded through the remaining construction funds. Skaret said there's money in the construction fund.

Cushman said he just wanted to clarify that. He said the cost the City would be looking at would be the 70 percent County/30 percent City split.

Cushman said if the City Council approves the electrical bid, he assumes the County Board of Commissioners will do so when they meet on November 5th. He asked when the work would begin.

Markman said he was unsure when the work would begin. He said the transfer switch would have to be specifically built. Markman said the bulk of the work would be done next spring when the FEMA funding becomes available.

Cushman asked if they will be able to use the generator this year.

Markman said the generator is usable. He said there's just certain things that it doesn't run right now. Markman said they are basically getting it so it can run everything if need be.

Finck asked if this was too big a project for local electricians to do.

Markman said the project was put out for bid.

Skaret noted that County Public Works Director Tim Stahl contacted four local electricians seeking bids and received only one response back from Ron's Electric in Windom.

CUSHMAN/GAY moved and it was unanimously carried to approve the bid for electrical work at the City/County Maintenance Facility to Ron's Electric of Windom contingent on the Jackson County Board of Commissioners also approving the same bid.

CITY HALL SNOW REMOVAL BIDS

Skaret said the City rebid for snow removal at City Hall. He said this time two bids were submitted.

Skaret explained contractors were required to bid it per time on the initial snow removal and then if they had to come back a second time depending on the snow along with a bid for ice melt.

Skaret said the bids tied. He said there were two bids with one from Beckel's Cheapscares and the other bid from Dave's Lawn Care and Snow Removal. He pointed out both tied each bidding snow removal at \$100 per time. Skaret noted Polz's was less expensive on the salt application at \$.35 per pound verses \$.50 per pound from Beckel's.

Skaret said he recommended approving the bid submitted by Polz's.

Cushman asked who did the snow removal at City Hall last year.

Skaret said Chant Singvongsa did the snow removal last year and Singvongsa did not submit a bid this year. He said he contacted Singvongsa about submitting a bid but Singvongsa said he just has too much other work going on.

Markman asked if Polz's know that it's just snow removal on the sidewalks only at City Hall and not the City Hall parking lot.

Skaret said the bidders were aware that it was just the City Hall sidewalks and the sidewalk going to the bridge.

FINCK/CUSHMAN moved and it was unanimously carried to approve the bid from Dave Polz's Lawn Care and Snow Removal for snow removal and salt application on the sidewalks at the Jackson City Hall.

HOME APPLICATION

Community and Business Development Specialist Thomas Nelson explained essentially the application is part of the Home Ownership Means Everything program facilitated through the City through the Economic Development Office.

Nelson said the purpose of the HOME program is to assist with down payment or closing costs for new homeowners. He said the specific loan application meets all those guidelines as well as the different levels of funding.

Specifically, Nelson said they are looking for approval from the City Council contingent upon EDA approval. He said the EDA will be meeting on November 5th. Nelson explained the loan will be closing this week and that's why things are untraditional in the approval process by bringing this first to the City Council for approval contingent upon EDA approval. He noted everything was in order for that loan fund.

Mayor Walter noted the EDA will be meeting on Tuesday, November 12th.

SCHOENROCK/ANDERSON moved and it was unanimously carried to approve the HOME application contingent upon approval by the Jackson EDA.

RESOLUTION NO. 40-1119 DESIGNATING THE GOOD SHEPHERD HALL AS THE LOCAL POLLING PLACE IN THE CITY OF JACKSON FOR 2020

Skaret explained this was a new law that was enacted a couple of years ago by the State Legislature. He said all government entities have to declare their official polling place or polling places the year prior to the election. Skaret said the City of Jackson did this last year and will be doing it again for 2020.

Skaret said 2020 is going to be a very busy year for elections. He said there will be at least three elections. Skaret noted the Presidential Primary election will be held in March, the first time a Presidential Primary election has been held in Minnesota since 1992. He said City Clerk Maschoff has attended training regarding that.

Skaret said the primary election will be held in August and the general election, which includes everything from local seats, state and federal offices, will be held in November. He said it will be a very busy year election wise.

Skaret said we've had just one polling place in Jackson for a number of years and that's been at the Good Shepherd Hall. He said Resolution No. 40-1119 would keep the polling place in Jackson for 2020 at the Good Shepherd Hall.

SCHOENROCK/ANDERSON moved and it was unanimously carried to approved Resolution No 40-1119 designating the Good Shepherd Hall as the local polling place in the City of Jackson for 2020.

Other:

Alderman Donnie Schoenrock

Southwest Minnesota Broadband

Schoenrock said he wanted to inform the City Council that Southwest Broadband had a law firm research to really find out where Southwest Broadband stood from a municipal board to a 317-A non-profit. He said he sent an email with the legal opinion to Skaret and if the Mayor or any of the Councilmembers have questions, they can have Skaret forward the email to them. Schoenrock said to contact him if anyone has any questions after reading the legal opinion.

Schoenrock said the legal opinion says that Southwest Minnesota Broadband is a non-profit organization which opens up some doors for Southwest Broadband to be able to function a little bit more independently than what they are doing right now. He explained the legal opinion has to do with pay equity for employees, compensation of employees, open meetings verses private meetings, open financials verses private financials and things like that.

Schoenrock said it makes it difficult to have a business like Southwest Broadband try to stay competitive in a market where you have competitors that always want to get your information. He said competitors can look at everything Southwest Broadband is doing for free while a private business doesn't have to provide any information. Schoenrock said what was found out that as a 317-A non-profit, Southwest Minnesota Broadband falls into that category as well.

Schoenrock said the Southwest Minnesota Broadband Board wanted to provide information and receive feedback from all the City Councils that are member communities of Southwest Broadband.

Schoenrock said the Southwest Minnesota Broadband Board is thinking about having more limited Board meetings and not necessarily have all of their financials and everything be public. He said obviously citizens would still be able to come and talk to the Board and contact their representatives. Schoenrock said they want to benefit the customer.

Schoenrock explained the more you open up financial information about the business, the more you just open up the possibility of competitors moving in and taking advantage of it.

Finck said he understands what the Southwest Minnesota Broadband Board is trying to accomplish. However, Finck said from an ownership structure nothing changes and from that standpoint as the City is a part owner of the company, would the City still have access to all the financial information and other things without restriction?

Schoenrock explained as an owner and representative to the Southwest Minnesota Broadband Board, the City would always have the ability to access financial information.

Finck asked if it really won't change the access of information for the City. Schoenrock said that was correct. He said that's laid out in Southwest Minnesota Broadband's Bylaws and Articles of Incorporation.

Schoenrock said Southwest Minnesota Broadband has been doing well. Mayor Walter thanked Schoenrock for the information.

Mayor Wayne Walter

Memorial to Mike Handevitd

Mayor Wayne Walter said former City Councilmember Mike Handevitd passed away. He said in the past, the City Councilmembers have donated a flower or memorial. Mayor Walter said memorials for Mike Handevitd are going to Fort Belmont or the Parkinson's Foundation.

Mayor Walter said he wanted to get approval from the City Councilmembers to have a memorial sent in honor of Mike Handevitd. He said he thinks money is available in the fund that Councilmembers donate to for such occasions.

Skaret asked where they would like the memorial sent to.

Mayor Walter said a \$100 memorial could be sent to Fort Belmont.

City Administrator Matt Skaret

Missouri River Energy Services annual meeting in Sioux Falls, South Dakota

Skaret reported he attended Missouri River Energy Services' (MRES) annual meeting in Sioux Falls on Thursday, October 31st. He said MRES gave an update on their financial status, projects in the last year, upcoming projects and trends in the electric industry. Skaret said the good news is power costs are projected to stay flat for the next five years. He noted the City of Jackson had already learned that as part of the City's electric rate study so no changes are anticipated.

Skaret said the City of Jackson is ahead of the game regarding AMI. He said MRES is planning to transition and implement time of use rates in 2023. Skaret explained that's basically where your bill for electricity will depend on the time of day that you use it because the cost of electricity that the City ends up buying changes based on demand throughout the day. He said the AMI metering will allow the City to charge a time of use rate to our businesses and residents if the City so chooses to.

Skaret said MRES will have some new electric vehicle incentives in 2020 namely a \$3,000 rebate for chargers for electric vehicles. He said this part of the country has been a little bit behind nationally as far as electric vehicles and it's anticipated that this area is expected to start catching up within the next several years.

City of Lakefield has been added to MRES Distribution Maintenance Program

In other news, Skaret said the City of Lakefield has been added to the Missouri River Energy Services Distribution Maintenance Program effective on November 4th. He explained Lakefield's Electric Department staff is going to be provided by MRES just like MRES does for Jackson. Skaret said with the close proximity of Jackson and Lakefield, the City of Jackson is going to be sharing MRES Jackson Distribution Maintenance Foreman Jeremy Boogerd with the City of Lakefield for a half-a-day a couple days a week. He said eventually there will probably be some sharing of on-call staff between Jackson and Lakefield. Skaret said that should result in cost savings for the City of Jackson.

Skaret said one thing he has stressed throughout is that the City of Jackson is open to sharing and cooperation as long as it does not compromise the level of service. He said he's been assured that the level of service will not be compromised.

Coalition of Greater Minnesota Cities Committee Meeting

Skaret said he attended the Coalition of Greater Minnesota Cities Local Government Aid/Property Tax Committee meeting on Friday, November 1st. Skaret said he was asked to be a part of that committee.

Skaret reported there was a very in-depth discussion on the LGA Formula and some different legislative proposals to change it. He said basically the drive for changes is from the metro cities. Skaret said cities that do not receive the full government aid want their piece of the pie.

Mayor Walter thanked Skaret for the good information.

ADJOURNMENT

With no further business, FINCK/SCHOENROCK moved and it was unanimously carried to adjourn the City Council meeting at 7:30 p.m.

David A. Maschoff, Council Secretary

Wayne Walter, Mayor

