

October 3, 2023
Jackson, Minnesota

The Jackson City Council met in regular session in the Council Chambers of City Hall and also by Teleconference and Zoom at 6:30 p.m. on Tuesday, October 3, 2023 with the meeting called to order by Mayor Marcus Polz. On the roll call, the following persons were present in-person, Mayor Marcus Polz, Alderwoman Sara Mix and Aldermen Mark Titus, Chris Naumann, Brandon Finck, Nathan Peterson and Joe Pell. Also attending in-person were City Administrator Matt Skaret, City Attorney Brad Anderson, Public Works Director Tony Oxborough, Community and Business Development Specialist Dave Schmidt of Community and Economic Development Associates (CEDA), John Weland of the Jackson County Animal Protection Society, Luke Ewald of Des Moines Valley Health and Human Services, Engineer Troy Nemmers of Bolton and Menk, Lee Porter, Sandy Phillips, Jeff Johnson, Lynne Anderson, George Janssen of MarketPointe, Transportation EIT Cody Woessner of HDR, Pastor Russ Steele of the United Methodist Church in Jackson and Fairmont, City Clerk/Council Secretary Dave Maschoff, Justin Lessman of the Jackson County Pilot and Mathew Grisham of KKOJ/KUXX Radio. Joining the meeting via Zoom were Jackson Assistant Fire Chief and Park Board Chairman Michael Haeffner, Jeff Anneke of the DBS Development Group, Matt Goble of the DBS Development Group and Shelley Pohlman of Community and Economic Development Associates (CEDA). (All Councilmembers were present.) (A quorum of the City Council was present.)

PLEDGE OF ALLEGIANCE

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

CALL THE MEETING TO ORDER

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

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

Unscheduled Guests:

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

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

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

Seeing and hearing no unscheduled guests, Mayor Polz said the Council would move onto the Consent Agenda.

CONSENT AGENDA

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

PETERSON/MIX moved and it was unanimously carried to approve the Consent Agenda as presented.

Council Discussion Items

RESOLUTION NO. 40-1023 AUTHORIZING THE SALE OF BONDS

City Administrator Matt Skaret said the City Council will need to table action on Resolution No. 40-1023 until a future Council meeting. He explained the City's Financial Consultant, Shannon Sweeney of David Drown Associates, was still working on the revised bond payment schedule and getting the City's finance plan approved by the Bond Council. Skaret said there will probably need to be a Finance Committee meeting held in the near future to talk about how the City goes about financing the approximately \$400,000 of work that cannot be financed with the original General Obligation Bond. He said Sweeney has a couple of options for the City to look at.

PETERSON/PELL moved and it was unanimously carried to table action on Resolution No. 40-1023 authorizing the sale of bonds until the next regular City Council meeting or a special City Council meeting.

PROSPECT HEIGHTS PHASE 1 CONSTRUCTION MANAGER CONTRACT WITH DBS

Skaret said back in April, the City Council approved a motion to have DBS be the construction manager for the Belmont Heights Phase One Project.

Skaret explained there's a number of things that the Construction Manager does primarily with the construction staging, managing logistics and basically managing the project safety. He said there's a whole host of things the Construction Manager takes care of.

Skaret noted Matt Goble and Jeff Anneke from DBS were joining the City Council meeting via Zoom if they wanted to talk about what the construction agreement does.

Skaret said the Construction Manager contract is actually a fairly lengthy document approximately 30 pages in length.

Matt Goble of DBS said the Construction Management Agreement covers a number of items. He said, in essence, DBS will be managing the design and the construction on-site for the infrastructure project. Goble said DBS will do all the scheduling, managing the phasing and sequencing of the work and coordination with the City. He explained they follow a process and document the applications through the City for the subcontractor and making sure they are complying with all the requirements as laid out in the contracts. Goble said, in a nutshell, DBS helps get the project put in place as designed and coordinated.

Skaret explained essentially what DBS will do as Construction Manager is similar to the services that Bolton and Menk does for the City's street projects where they do the oversight, manage the pay applications and make sure work is being done on schedule and so forth.

Mayor Polz asked for a motion to approve the Prospect Heights Phase One Construction Manager Contract with DBS contingent upon the City Attorney's approval.

PETERSON/NAUMANN moved and it was unanimously carried to approve the Prospect Heights Phase One Construction Manager Contract with DBS contingent upon the City Attorney's approval.

JACKSON CRUISE-IN WRAP UP AND PLANS FOR 2024

Sandy Phillips explained the Jackson Cruisin' Club was formed by a group of car enthusiasts. She said the Club's main goal was, not only to have events for the car enthusiasts, but to bring community members to downtown and also to bring people from outside the community to downtown Jackson.

Phillips said the Jackson Cruisin' Club currently has 18 members. She said the Cruisin' Club hosted six cruisin' events on Jackson's Main Street during June, July and August. Phillips said there were 107 different vehicles registered from 20 different cities from three states. She said the Fairmont, Estherville and Spirit Lake Car Clubs supported the Jackson Cruisin' events. She noted there was also a person from Gettysburg, South Dakota that attended a Jackson Cruisin' event.

Phillips said there were approximately 250 vehicles that participated over the six Cruisin' on Main Events. She said the fun things for all the Cruisin' events included music, a beer garden and vendors. Phillips said the downtown restaurants were very involved and handed out coupons for discounts and were very, very happy with the additional business that they had during the Cruisin' events.

Phillips reported there were 12 cash sponsors for the Cruisin' events on Main Street. She said there was substantial donations from EyeKandy for artwork. Phillips said there were three food vendors that were at almost every event. She said there were also four music and beer garden sponsors for the Cruisin' events.

Phillips said five members of the Jackson Cruisin' Club participated in the Jackson Days Parade on August 17th. She said the Cruisin' Club hosted a car show on August 19th at Ashley Park and had 37 vehicles participate. Phillips noted for the August 19th car show, there were two trophy sponsors along with sponsors that made donations and provided prizes. She said there was also one food vendor.

Lee Porter said the Jackson Cruisin' Club felt the 2023 events were a huge success and a lot of groups came together. He noted the Farmer's Market would like to be more involved in conjunction with the Cruisin' events. Porter said they would be working on ways to facilitate having the Farmer's Market more involved with the Cruisin' events.

Phillips also mentioned one of the downtown bars wanted to be involved with the beer garden but due to the alley reconstruction this summer was unable to logistically do so. Phillips said hopefully next year that bar will be able to participate and accommodate a beer garden for the Crusin' event.

Porter said the Jackson Cruisin' Club is already planning events for 2024. He said the Cruisin' Club has already set next year's schedule. Porter said the Club wanted to see if they could get approval from the City Council to close some downtown streets for the Cruisin' events like they did this year. He said the Club would request closing Main Street from Bailey Street all the way down to near the Santa house on North Highway with the ability to expand it to the side streets, both east and west, if needed.

Porter said the Cruisin' Club is planning to start their cruise-in events on May 23rd which is the Thursday right before Memorial Day weekend. He said the cruise-ins would be held every other week through August 29th which would be just before Labor Day weekend. Porter said June 6th would be the Hot Dog Dash featuring grillers with free hot dogs and toppings. He said they have also invited the Oscar Meyer Weinermobile to attend. Porter said Oscar Meyer won't typically send a confirmation until a week before an event to confirm they will be attending.

Porter said the theme for July 11th will be Hometown Hero Night and involve the City Utility Departments, County Highway/Parks Departments, DNR, Ambulance, Sheriff, Highway Patrol, Weather Spotters and National Guard to bring their vehicles for display.

Porter noted August 1st is the Thursday before the Sturgis Motorcycle Rally begins and, in addition to the cars that would participate, motorcyclists travelling to Sturgis would be invited to bring their motorcycles into downtown Jackson. He said the Cruisin' Club would try to have a full block downtown set up for motorcycles. Porter noted Jackson is just a one-day ride from Sturgis so this would be a great place for motorcyclists to stop for the night, have some food and entertainment and then go on down the road the next day.

Porter said the Cruisin' Club will be working with the Historic State Theatre for a free movie night at the theatre on August 15th.

Porter said the Cruisin' Club is also planning to host their Car Show on September 14th in Ashley Park and would request renting the shelter house for that date.

Porter said the Jackson Cruisin' Club members are also participating in local area car shows including the Summerfest Car Show and Parade in Lakefield, the Fourth of July Parade in Okabena, the Jackson County Fair's Wayne Schneekloth Memorial Cruise-in and Jackson Days Parade.

Porter said the members of the Jackson Cruisin' Club are very involved members of our community and very involved in bringing people to town and making Jackson one of the places to go instead of everybody leaving.

Porter said the Jackson Cruisin' Club would like to request support from the City for their schedule next year.

Peterson asked Porter if the Cruisin' Club had their August 15th event coordinated with the Chamber of Commerce. He said he noted there had been a little confusion during this year's August event.

Phillips said the Cruisin' Club is hoping to have more cooperation and more communication with the Chamber of Commerce. She said nobody from the Cruisin' Club was involved in any of the Chamber's planning process.

Porter said the Cruisin' Club asked to be involved in the planning.

Phillips said the Cruisin' Car Club will continue to ask to be a part of the planning process for events. She said Chamber Director Corey Christopher has assured the Cruisin' Club that they will be included in that planning process so there's no hiccups.

Mayor Polz thanked Porter, Phillips and Cruisin' Club members for all their hard work for what they do and look forward to their support for next year.

AIRPORT APRON AND TAXIWAY PAY APPLICATION NO. 2

Cody Woessner of HDR said Pay Application No. 2 for the Airport Apron and Taxiway Project is in the amount of \$745,861.28 payable to Svoboda Excavating for work completed from September 2nd to September 29th, 2023. He explained the apron is now finished, asphalted and is being used. Woessner said the parallel taxiway is all graveled and rock still needs to be installed this fall. He said the parallel taxiway will sit over the winter and will be paved next year.

Woessner said Svoboda Excavating is still on schedule, if not a little bit ahead of schedule.

Mayor Polz asked for a motion to approve Airport Apron and Taxiway Pay Application No. 2 contingent upon reimbursement received from Pay Application No. 1.

PETERSON/TITUS moved and it was unanimously carried to approve Airport and Apron Taxiway Pay Application No. 2 in the amount of \$745,861.28 payable to Svoboda Excavating contingent upon reimbursement received from Pay Application No. 1.

AIRPORT RUNWAY RECONSTRUCTION PAY APPLICATION NO. 8

Cody Woessner of HDR said Airport Runway Reconstruction Pay Application No. 8 should be the second to last pay application. He said Pay Application No. 8 is in the amount of \$42,916.25 payable to Svoboda Excavating for work completed from September 2nd to September 29th, 2023. Woessner said the work includes some electrical items, spare parts and a little bit of seeding. He said the last pay application should be just the rest of the retainage that's being held once the quantities are finalized with the contractor.

PELL/NAUMANN moved and it was unanimously carried to approve Airport Runway Reconstruction Pay Application No. 8 in the amount of \$42,916.25 payable to Svoboda Excavating of Jackson, Minnesota.

Mayor Polz thanked Woessner.

GRAND STAY HOTEL PRESENTATION AND PRE-DEVELOPMENT AGREEMENT

Mayor Polz welcomed George Janssen with a company called "Marketpointe", a hotel developer for GrandStay Hotel and Suites. He said Janssen was attending the Council meeting to give a presentation about a GrandStay Hotel and Pre-Development Agreement.

Janssen explained his presentation to the City Council is a follow-up to a meeting he had in Jackson on September 13th.

Janssen said he was asked to give a presentation to the City Council regarding the potential of building a GrandStay Hotel in Jackson and talk about a Pre-Development Agreement.

Janssen explained their core development team is made up of three different companies. He said they include DesignWise for design/procurement, Hotel R&D for research and development and Marketpointe which is a real estate development company.

Janssen said Covid has had a huge impact on the hospitality industry over the past three years. He said things are starting to recover and starting to come back but they're still seeing the impact that it's had on construction costs, labor costs and interest rates on projects that have gone from four to seven percent. Janssen said that's presented some difficult challenges which requires them to analyze potential sites and potential projects really utilizing analytics. He outlined the analysis that his company does on each project to try and assess whether it makes sense or doesn't make sense.

Janssen showed Mayor Polz and Councilmembers pictures from some of the new GrandStay construction projects that his company has worked on. He said the largest GrandStay Hotel is located at Running Aces, Minnesota with 115 rooms. Janssen said typically GrandStay Hotels range from 52 rooms to 78 rooms. He said the GrandStay Hotels have pools and breakfast areas. Janssen noted at New London-Spicer, Minnesota an events center was included as part of the GrandStay Hotel. He said the hotel in Morris, Minnesota had Prime Steak House in a separate building on the GrandStay Hotel property and both were developed at the same time. Janssen said those are some of the things that may be looked at in Jackson. He said he knows there's been some talk about having events center adjacent to a hotel in Jackson.

Janssen said right now a new GrandStay Hotel is being built in Algona, Iowa which will be opening in early December. He said he welcomes any opportunity to meet people from Jackson and tour the brand new GrandStay in Algona. Janssen said they also have a renovation underway at the GrandStay in Cambridge, Minnesota. He said current GrandStay Hotel assessment sites include Pine City, Sauk Center, Roseau, Cottage Grove, Mora and Jackson.

Janssen also showed pictures of GrandStay Hotels at other locations and showed the finishes and the look of what's being planned for a GrandStay in Jackson. He said features will include rooms with two queen size beds, rooms with king size beds, rooms with a king size bed and whirlpool and extended stay suites.

Janssen explained the management of GrandStay Hotels. He said Blue Sky Hospitality, LLC is the management company they work with to manage the hotel due to Blue Sky's knowledge of the GrandStay system and their abilities to understand both the nightly as well as the extended stay markets. Janssen said its not locked in, but they would recommend Blue Sky to manage the Jackson location. He said Blue Sky's territory for managing GrandStay Hotels includes central Minnesota, Iowa and South Dakota. Janssen said Nathan Sieve is the President of Blue Sky Hospitality, LLC.

Janssen noted HMI (Hospitality Marketers International, Incorporated) conducted the original Hotel Feasibility Study for Jackson back in 2019. He said obviously a lot has changed since 2019 including Covid, construction costs and interest rates. He said on the flip side, many hotel chains have come back since Covid and are thriving. Janssen said the feasibility study is something they will want to re-look at because a lot has changed since 2019. He said the feasibility study in 2019 proposed a hotel with up to 60 guest rooms that would include 60 percent double queen bedded rooms, 40 percent king bedded rooms and up to 10 percent suites, including a hide-a-bed sofa and two or three "honeymoon" suites. Janssen said what GrandStay is recommending is a hotel fairly similar to that, maybe not quite as big. He said they are recommending a three story, 52 to 58 room GrandStay Hotel and Suites in Jackson. The Hotel would feature the room mix of two to four extended stay suites with full kitchens, 30 percent executive king suites, 70 percent double queen suites and one or two "honeymoon" suites or whirlpool suites.

Janssen said some of the amenities of the proposed hotel would include a meeting room that would accommodate approximately 50 to 60 people classroom style, wine and beer bar, business center, breakfast buffet, guest laundry room, fitness room and indoor pool and spa. As far as locations for the GrandStay Hotel in Jackson, Janssen said his recommendation would be to look at properties that are close to Interstate 90 and Highway 71. He said that's where the growth of most cities is at towards the Interstate.

Janssen also outlined what the floor plan of a GrandStay Hotel in Jackson would look like.

Janssen also outlined the Pre-Development Agreement between the developer and the City of Jackson. He explained the Pre-Development Agreement outlines what their plan is and really protects both the developer and the City as well. He said the agreement outlines what will happen during that initial due diligence period. Janssen said the due diligence period will last until about May 1st. He said during that time, it will allow them to identify and assess what's the best property for the site, work with the City on all approvals, start to meet with different banks and hopefully identify financial partners that want to participate and then start to reach out to potential investors. Janssen said in projects like this and cities like this, local participation is a critical part of the project's success. He said without the support of the City, local companies and local investors it's difficult to get these projects off the ground.

Mayor Polz asked Janssen if an events center built by the City was added to the GrandStay Hotel, would Blue Sky manage both the hotel and events center?

Janssen said the management of an events center could be done either by Blue Sky or by the City. He said in most of the cases he has seen at other locations, the City owns the events center and the management company for the hotel manages both the events center and the hotel. Janssen said that's the way it was done in New London-Spicer. He said there's a lot of different ways an events center could be managed. Janssen said an events center is a nice compliment to the hotel, but the hotel and events center development should be done by separate entities.

Titus asked if his organization would be willing to have an events center attached to the hotel.

Janssen said he thinks the events center should be attached to the hotel. He said there would be a corridor that provides a little bit of separation but still be attached. Janssen said in the winter months it's nice not to have to walk outside. He said in New London-Spicer, there's an internal bar and restaurant adjacent to the events center that's adjacent to the GrandStay Hotel.

PETERSON/MIX moved and it was unanimously carried for the City to enter into a Pre-Development Agreement with Marketpointe.

Janssen thanked Mayor Polz and Councilmembers.

Mayor Polz thanked Janssen.

TORGERSON LANE GRAVEL ROAD EXTENSION BID AWARD

Engineer Troy Nemmers of Bolton and Menk said the bid opening for the Torgerson Lane Street Extension was held on Thursday, September 28th. He said there were five bidders with the low bidder being R & E Enterprises of Mankato with a bid of \$168,731.32. Nemmers said he spoke with the contractor and they are excited to get the project going. He said Bolton and Menk is recommending awarding the project to R & E Enterprises of Mankato.

City Attorney Brad Anderson asked Nemmers how heavy a road it will be.

Nemmers said it's a pretty heavy duty gravel road.

Nemmers asked if there was a design parameter that was being looked for?

Attorney Anderson explained that road will be the primary road to get to the electric substation and obviously ITC's equipment that travels on that road can be heavy.

Nemmers said the construction for the Torgerson Lane gravel road extension will be the same kind of construction that was used for the gravel road on Prospect Lane. He said there's a foot of Class Two gravel in the street. Nemmers said the road will be 24 feet wide with a 100-foot radius. He noted the plans for the Torgerson Lane gravel road extension were also sent to ITC for them to review as well.

Peterson asked Nemmers if ITC had responded back regarding the plans.

Nemmers said not that he's aware of.

Attorney Anderson suggested ITC's contribution regarding the road extension is such that there should also be prior approval of the road plans by ITC before work begins.

PETERSON/TITUS moved and it was unanimously carried to approve the low bid of \$168,731.32 from R & E Enterprises of Mankato for the Torgerson Lane Gravel Road Extension contingent upon approval of the road extension plans by ITC.

TORGERSON LANE GRAVEL EXTENSION AMENDMENT NO. 1 CONSTRUCTION ADMINISTRATION

Nemmers explained the Torgerson Lane Gravel Extension Amendment No. 1 Construction Administration is an amendment for professional services from Bolton and Menk for the construction services on the Torgerson Lane project. He said the past task order was for services through the bidding phase. He said this amendment agreement is to take the project through construction. Nemmers said the amendment for this task order is estimated at \$15,000.

Mayor Polz asked for a motion.

PELL/PETERSON moved and it was unanimously carried to approve the Construction Administration Agreement between the City and Bolton and Menk for the Torgerson Lane Gravel Extension Project.

2020-21 STREET AND UTILITIES IMPROVEMENTS PROJECT PAY APPLICATION NO. 13 FINAL

Engineer Troy Nemmers of Bolton and Menk said Pay Application No. 13 was the final pay application for the 2020-2021 Street and Utilities Improvements Project. He said Pay Application No. 13 basically closes out the project and releases the retainage, discounting the credit on the sod on South Street and closing out the project with the contractor.

Nemmers said the amount for this final pay application was \$53,973.11. He said Bolton and Menk is recommending approval contingent on the final paperwork from the contractor regarding their subcontractors and bonding agencies.

Mayor Polz asked for a motion to approve Pay Application No. 13.

Peterson asked Nemmers for an update regarding the spraying for weeds on South Street.

Nemmers said spraying for weeds took place on the properties that were willing to entertain that. He said they are going to evaluate the bad sod areas along South Street. Nemmers said they will probably look at removing the dead sod and bringing in some top soil and seeding those locations this fall. He said a local contractor will be used to do some of that work.

Mix asked if it was known when that work was going to be done.

Public Works Director Tony Oxborough said that's being worked on. He explained his attention has currently been at the Water Plant where the work has begun on replacing the filter media at the Plant. Oxborough said the work along South Street will be completed.

TITUS/PELL moved and it was unanimously carried to approve 2020-21 Street and Utilities Improvements Project Pay Application No. 13 in the amount of \$53,973.11 to Duininck's Incorporated contingent on the final paperwork from the contractor regarding their subcontractors and bonding agencies.

BELMONT HEIGHTS CONSTRUCTION ADMINISTRATION TASK 4

Engineer Troy Nemmers said Construction Administration Task 4 is for construction administration on the Belmont Heights Project to have Bolton and Menk working as the City's representative during the construction of that project.

Nemmers said the proposal is to have on-site representation, part-time, during the construction to oversee the utility installation and make sure utilities are getting installed consistent with the City's standards.

Nemmers said the amount of Construction Administration Task 4 is estimated at \$50,000. He explained it's really going to be time dependent on how long the construction takes and how quickly things move. Nemmers said Bolton and Menk will be working with DBS and coordinating with their engineer on-site.

MIX/PETERSON moved and it was unanimously carried to approve the Belmont Heights Construction Administration Task 4 agreement between the City and Bolton and Menk for the Belmont Heights Project.

INDUSTRIAL PARK/AGCO TRAIL CONNECTION ACTIVE TRANSPORTATION GRANT LETTER OF INTENT APPLICATION AUTHORIZATION

Luke Ewald of Des Moines Valley Health and Human Services along with representatives of the Friends of the Jackson County Trails, were in attendance to discuss applying for funding through the Minnesota Active Transportation Grant Program for the Industrial Park/AGCO Trail Project. Ewald presented a power-point presentation on the Council Chamber's Smart Screen.

Ewald explained the proposed trail would start where the current trail ends and go east towards Prospect Lane and then up to Industrial Parkway. He outlined that they would want to avoid the Highway 71 and Industrial Parkway intersection in the event of any alterations to the intersection in the future such as the installation of a roundabout. Ewald said the proposed trail would be located on the south side of the Industrial Parkway road. He outlined aspects of the proposed trail. Ewald noted the Trails Committee has also been working with the County regarding the route of the trail.

Jeff Johnson of the Trails Committee noted the proposed trail would connect the workforce on the Industrial Parkway to downtown Jackson. He said those using the trail would have a distance of less than a mile to go downtown. Johnson said he believes the trail would get a lot of use.

Ewald said pedestrian and bicycle data has been compiled regarding the use of the trail leading up to the Industrial Park and that data will be included in the grant application.

Ewald said under the program, the County would need to be the sponsoring agency since the City of Jackson is under 5,000 in population. He noted the City applied for the grant last year but was not successful. Ewald said it's a very competitive grant process. He noted this year there's up to a million dollars that will be available through the Active Transportation Grant Program. Ewald said no matching dollars would be required if the City receives the grant.

Ewald said Letters of Intent are due by Thursday, November 9th, 2023. He said if approved to apply for the grant, the deadline would be Friday, February 2nd, 2024 and the projects selected for the grant would be announced in April or May of 2024. Ewald said if the grant was approved, construction of the Industrial/AGCO Trail Connection would begin in 2024 or 2025.

Ewald also briefly talked about the development of some sort of a trail to Fort Belmont. He said the Fort Belmont Foundation is supportive of the idea. Ewald said the trail to Fort Belmont is in the Master Plan to work on.

Johnson noted it would be fantastic if the abandoned railroad bridge across Interstate 90 near Fort Belmont could be incorporated someday into the trail system.

Ewald also updated the Mayor and Council regarding plans for the trail from Sunrise Estates across Highway 71 to the Nelson Creek Trail and also plans for a Save Routes to School Grant for development of a trail in Lakefield.

Ewald invited the Mayor and Councilmembers to participate in the Jackson Park Board's Parks, Trails and Recreation Survey if they haven't done so already. He noted the survey will be closing on Friday, October 6th and survey results will be reviewed at the Park Board's October meeting.

Titus noted that Jackson's trails are a huge amenity. He said it really puts Jackson on the map at relatively little cost. Titus said the Friends of the Jackson Trails Committee should be commended on all their hard work, enthusiasm, effort and success.

Lynne Anderson of the Trails Committee commended the City's staff for getting things done and thanked them for their work.

Following Ewald's update, Mayor Polz asked for a motion for a letter of support for the Active Transportation Grant application.

NAUMANN/PETERSON moved and it was unanimously carried to approve a Letter of Support from the City of Jackson for the Industrial Park/AGCO Trail Connection Active Transportation Grant application.

SECOND CONSIDERATION OF ORDINANCE NO. 139 REGARDING HOME OCCUPATIONS

Skaret said Ordinance No. 139 basically streamlines and loosens up the regulations regarding home occupations while still giving the City a tool in case somebody gets out of hand with something, for example, like a camper repair shop or an occupation that starts to change the character of the neighborhood. He said Ordinance No. 139 was modeled after another community in our area.

Skaret said the Planning and Zoning Commission has reviewed Ordinance No. 139 and held a public hearing and is recommending adoption.

Mayor Polz asked for a motion to approve Second Consideration of Ordinance No. 139.

MIX/NAUMANN moved and it was unanimously carried to approve Second Consideration of Ordinance No. 139 regarding Home Occupations.

APPLY FOR GRANT NAVIGATOR FUNDS THROUGH THE LEAGUE OF MINNESOTA CITIES FOR THE LOCAL ROAD IMPROVEMENT GRANT (LRIP) FOR KEUL AVENUE IN THE INDUSTRIAL PARK

Skaret said the Grant Navigator Funds is a relatively new program that the League of Minnesota Cities has. He said the Jackson Economic Development Corporation (JEDC) has been looking at installing utilities and street infrastructure for Keul Avenue which will run east and west from Prospect Lane to Torgerson Lane. He said the JEDC is running out of buildable lots in the Industrial Park and in order to have more buildable lots, there needs to be infrastructure installed such as Keul Avenue.

Skaret explained there are usually costs associated with preparing grant applications such as engineering fees to prepare drawings and cost estimates for construction of a new street. He said the League of Minnesota Cities has a grant program where cities can apply for up to \$5,000 in funds to help cover those costs.

Mayor Polz said he was looking for a motion for the City to apply for the Grant Navigator Funds grant.

PELL/PETERSON moved and it was unanimously carried to authorize City staff to apply for Grant Navigator Funds through the League of Minnesota Cities for the Keul Avenue Project in the Industrial Park.

MMUA SAFETY PROGRAM CONTRACT 2023-2024 RENEWAL

Skaret said it's that time of year for the City to renew the contract for the City's safety program. He said the City has contracted with MMUA for their employee safety program for many years and it's been a very good program.

Skaret said MMUA is restructuring the time of the contract. He said the term of the contract has typically been from October 1st to September 30th. Skaret said MMUA wants to follow the calendar year similar to what other cities do. He said this next contract is essentially for 15 months and then it will go on a 12-month basis thereafter.

Skaret said there will be a modest increase of about \$1,000 to \$1,100 for next year's contract. He said he would recommend renewal of the MMUA Safety Program Contract for 2023-2024 at Level 2 at a cost of \$27,955.

Mayor Polz asked for a motion for renewal of the MMUA Safety Program Contract.

PETERSON/PELL moved and it was unanimously carried to approve the MMUA Safety Contract for Level 2 from October 1, 2023 to December 31, 2024 at a cost of \$27,955.

TOOLCAT QUOTE

Public Works Director Tony Oxborough noted the City Council had previously approved the sale of multiple pieces of Street Department equipment. He said the sale of those pieces of equipment raised \$67,345. Oxborough said that amount is \$211 short of what's needed to purchase a brand new Toolcat which will be utilized in the City's parks, trails, among other things.

Oxborough said he was asking for permission to use the money raised to purchase the Toolcat.

Mayor Polz asked Oxborough if he was seeking permission to purchase the Toolcat itself or does his request also include attachments or will there be a lot of attachments in the future.

Oxborough said attachments are budgeted for next year's budget.

MIX/PETERSON moved and it was unanimously carried to authorize Public Works Director Tony Oxborough to purchase a Toolcat for \$67,345.

Other:

Alderman Mark Titus

Alderman Mark Titus asked Public Works Director Tony Oxborough what the status was regarding replacing the filter media at the Water Plant.

Oxborough said the contractors will be in Jackson on October 4th to start work on the filter media.

Titus asked if the water is safe to drink while the work is underway at the Water Plant.

Oxborough said the letter that was sent to residents explained that anybody under the age of one should filter the water. He said otherwise, the water is perfectly safe to drink.

Titus asked if the water will taste or look a little different.

Oxborough noted former Water Superintendent Steve Beckel said when the filter media was changed in 2003, no one actually noticed a change during the process.

Alderman Chris Naumann

Alderman Chris Naumann asked if there was any new information regarding the pool.

Skaret said the people who inspected the pool have their work completed and they're waiting for the subconsultants. He said the pool inspector's part of the report is done. Skaret said they are waiting for the report from their mechanical subconsultants. He said the pool inspectors need the mechanical subconsultants part of the report so they can put all the information into one document and then present it.

Naumann asked if the City has paid the inspectors.

Skaret said the City has not paid the inspectors yet.

Alderman Nathan Peterson

Alderman Nathan Peterson asked if the City Council needed to take action to give permission to the Jackson Cruisin' Club to block streets for next year's events.

Alderman Finck suggested the Council wait on taking action on the Cruisin' Club's request until the dates for events hosted by the Chamber of Commerce are known so everything is coordinated.

Phillips said she has sent the Cruisin' Club's dates to the Chamber of Commerce.

Finck suggested the request for the street closures could be put on the Council's Consent Agenda for their next regular meeting.

City Administrator Matt Skaret

City Administrator Matt Skaret reported the City has received the report regarding the condition of the former Coast to Coast building. However, he said the City doesn't own the building so he can't really be talking about the contents of the report until the City actually owns the building.

Finck asked what was the hold-up regarding Mitch Jasper selling the building to the City.

City Attorney Brad Anderson said Jasper just hasn't signed off on the sale. He said Jasper has promised he would look at it and try to tend to it.

Alderman Mark Titus

Alderman Mark Titus commented it appears the demolition of the Prairie Winds Motel is underway or will get underway shortly.

Skaret said Blue Earth Environmental is working on the hazardous materials abatement. He said a well was also discovered on the property. Skaret said that well has to be capped before anything can be done as far as demolition.

Finck suggested reaching out to the County to see if they had any programs to assist in the costs of capping a well. He said usually the cost of capping a well can be covered.

Pell asked if the trees on the west side of the former Prairie Winds Motel property would be removed.

Skaret said no trees will be removed from the property. He said the court order relates to structures and the asphalt only.

Finck asked if there's been any communication with the property owner about the City purchasing the property.

Skaret said there has been communication with the property owner about the City buying the property and the answer has been absolutely no.

Attorney Anderson reported the property owner of the former Prairie Winds Motel also filed a request on October 2nd for judicial review of the Judge's order that would allow the building structure and asphalt to be removed.

Attorney Anderson said he submitted a response to the Judge and anticipated an answer from the Judge on October 3rd, but by 4:30 p.m. no response had been received. He anticipates a response from the Judge soon.

ADJOURNMENT

With no further business, Mayor Polz asked for a motion to adjourn the meeting.

PETERSON/TITUS moved and it was unanimously carried to adjourn the Jackson City Council meeting at 7:58 p.m.

David A. Maschoff, Council Secretary

Marcus Polz, Mayor

