

CITY OF ELKO NEW MARKET
SCOTT COUNTY, MINNESOTA
WORKSHOP AND CITY COUNCIL MEETING
601 MAIN STREET
ELKO NEW MARKET, MINNESOTA 55054
THURSDAY, MAY 22, 2014

1. CALL TO ORDER

The Workshop was called to order at 7:00 p.m.

Members present: Acting Mayor Crawford, Councilmembers: Marotske and Schneider

Members absent: Mayor Gabriel and Councilmember Prasnicky

Also Present: Administrator Terry, Engineer Revering, Planner Kirmis, Public Works Superintendent Schweich and City Clerk Green.

2. PRESENTATIONS

None

3. REPORTS

None

4. GENERAL DISCUSSION

The City Council did a tour of the Elko Water Tower to understand the function and benefits of elevated storage, the existing condition of the Elko Tower and plans for rehabilitations and upgrades of this facility.

5. REPORTS

None

6. ADJOURNMENT

Workshop was adjourned at 7:58 p.m.

COUNCIL MEETING

1. CALL TO ORDER

The meeting was called to order by Acting Mayor Crawford at 8:00 p.m.

Members present: Acting Mayor Crawford, Councilmembers: Marotske and Schneider

Members absent: Mayor Gabriel and Councilmember Prasnicky

Also Present: City Administrator Terry, City Attorney Poehler, Engineer Revering, Planner Kirmis, Public Works Superintendent Schweich and City Clerk Green.

2. PLEDGE OF ALLEGIANCE

Acting Mayor Crawford led the Council and audience in the Pledge of Allegiance.

3. ADOPT/APPROVE AGENDA

MOTION by Councilmember Moratske, second by Councilmember Schneider to approve the revised agenda presented to Council.

Add 9a, item i: Discussion on selection process for Council candidates.

Add 9a, item ii: Allocating funds for an Economic Development marketing item.

Add 9a, item iii: Potential Special Meeting on June 2nd relating to Economic Development.

APIO, MOTION CARRIED

4. PRESENTATIONS, PROCLAMATIONS AND ACKNOWLEDGEMENTS

Acting Mayor Crawford presented the Police and Fire Departments First Responders with Certificates of Appreciation and recognized the week of May 19th as EMS Week.

5. PUBLIC COMMENT

Chamber of Commerce Vice President, Amy Lewis gave the City Council an update on the following Chamber events:

- Shop Local Flyer to be distributed to local households
- Community Education Classes for small businesses

6. CONSENT AGENDA

MOTION by Councilmember Schneider, second by Councilmember Moratske to approve the Consent Agenda.

- a. Approve Minutes from May 8, 2014 City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Approve Waconia Transport Escrow Release
- d. Approve Joint Powers Agreement for Landscaping Services with ISD 721

APIO, MOTION CARRIED

7. PUBLIC HEARINGS

None

8. GENERAL BUSINESS

OUTDOOR CONCERTS AND EVENTS PERMITS

MOTION by Councilmember Schneider, second by Acting Mayor Crawford to approve Resolution 14-32 Approving Outdoor Concerts and Events Permit for Boy Scouts of America Car Show and waive associated fee. **APIO, MOTION CARRIED**

MOTION by Councilmember Moratske, second by Councilmember Schneider to approve Resolution 14-33 Approving Outdoor Concerts and Events Permit for Community Parade and waive associated fee. **APIO, MOTION CARRIED**

Staff and Council held a brief discussion on waiving fees for Outdoor Concerts and Events. Council directed Staff to bring back a policy change relating to which organizations would be exempt from the Outdoor Concerts and Events fee.

ZONING AND SITE PLAN APPROVAL FOR PUBLIC WORKS CAMPUS

Planner Kirmis gave the Council an overview of the Zoning and Site Plan for the Public Works Campus, including highlighting the Planning Commission's discussion on this item. Administrator Terry informed the Council that after a discussion with the landscape architect at Bolten & Menk on visual impact, it is recommended that the Council amend the Planning Commission's recommendation relating to the color of the emergency generator to include green in addition to earth tones.

MOTION by Councilmember Moratske, second by Councilmember Schneider to adopt Ordinance 110 Rezoning Certain Property from “UR” Urban Reserve to “INS” Institutional District. **APIF, MOTION CARRIED**

MOTION by Councilmember Moratske, second by Councilmember Schneider to approve Site Plan as recommended. **APIF, MOTION CARRIED**

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE BID FOR PUBLIC WORKS CAMPUS

Engineer Revering and Staff requested the Council approve plans and specifications for the following:

- Water Treatment Plant
- Piping to Water Treatment Plant
- Rehabilitation of Elko Water Tower
- New Well Associated with Water Treatment Plant
- Public Works Building

Engineer Revering is proposing to bid all five contracts on the same day, June 23rd and open all bids at the same time. **MOTION** by Councilmember Moratske, second by Acting Mayor Crawford to Approve Plans and Specifications and Authorize Bid for Public Works Campus. **APIF, MOTION CARRIED**

9. REPORTS

ADMINISTRATION

Administrator Terry and the Council held discussions on the following items:

- Scott County Economic Development SCALE technical team is currently working on a marketing promotional item. They are working with a company called Liveable Communities that basically does promotional magazines on cities and counties around the United States. Scott County CDA has some technical assistance grants available. There is a concept that is currently being proposed and has been well received by other cities in the county. This concept is having a joint advertising effort where all cities within the county would participate. The City of Shakopee has volunteered to sponsor the grant application and pick up half the cost for that ad. The remaining cost would be split between the remaining cities. The cost for Elko New Market would be about \$850.00. **MOTION** by Councilmember Moratske, second by Acting Mayor Crawford to approve spending up to \$850 from the Economic Development Fund for this marketing item. **APIF, MOTION CARRIED**
- Administrator Terry and the Council discussed the Corridor Readiness Grant Program which is up to \$125,000.00 with 50% match which can be used for environmental study work, which would include I35 corridor. If the City moves forward with the application for this grant application, a resolution is required by the City Council. Due to the deadline for submittal of this application, a Special City Council Meeting would be required on June 2, 2014. Council felt there would be enough members available for a quorum to hold this Special Council Meeting.
- Administrator and Council discussed the interview process for the two Council candidates. After a brief discussion, Council directed Staff to schedule interviews between 6:00 and 7:00 p.m. on June 12, 2014.

PUBLIC WORKS

Written report provided in Council Packet.

POLICE DEPARTMENT

Written report provided in Council Packet.

FIRE DEPARTMENT

None

ENGINEERING

None

COMMUNITY DEVELOPMENT

None

PARKS DEPARTMENT

Parks Commission Minutes provided in Council Packet.

SCALE

None

RTF

None

SJPA

Administrator Terry gave a brief overview of the last SJPA Meeting which included a discussion on structure of the organization.

TED

None

TRB & TPT

None

I35 SOLUTIONS ALLIANCE

None

CHAMBER OF COMMERCE

Vice President Lewis gave her report at Public Comment.

COMMUNITY AND CIVIC EVENTS COMMITTEE

City Clerk Green gave a brief update of last meeting which included final preparation for Fire Rescue Days.

NORTHFIELD AREA AMULANCE ASSOCIATION

None

10. DISCUSSION BY COUNCIL

None

11. ADJOURNMENT

MOTION by Councilmember Moratske, second by Councilmember Schneider to adjourn at 8:55 p.m. **APIF, MOTION CARRIED**

Submitted by:
Sandra Green
City Clerk