

CITY OF ELKO NEW MARKET
SCOTT COUNTY, MINNESOTA
WORKSHOP AND CITY COUNCIL MEETING
601 MAIN STREET
ELKO NEW MARKET, MINNESOTA 55054
THURSDAY, JULY 10, 2014

1. CALL TO ORDER

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

Members Present: Mayor Gabriel, Councilmembers: Crawford, Hartzler and Prasnicki

Members Absent: Councilmember Marotske

Also Present: Administrator Terry, Assistant City Administrator Nagel, Engineer Revering and
City Clerk Green

2. PRESENTATIONS

None

3. REPORTS

None

4. GENERAL DISCUSSION

Administrator Terry reviewed the 2015 Budget Process – Community Vision and 5-Year Goals with the City Council. The Council made no changes to the Community Vision and minor changes to Goals, removing the goal related to improving public safety facilities.

5. REPORTS

SCALE

None

RTF

None

SJPA

None

TED

None

TRB/TPT

None

I35 SOLUTIONS ALLIANCE

Administrator Terry gave the Council a brief update on the last I35 Meeting which included a discussion on the MnPass Lanes.

CHAMBER OF COMMERCE

Vice President Amy Lewis gave the Council an update on Chamber's activities including upcoming State of the City, State of the County and a Candidate Forum, all sponsored by the Chamber of Commerce.

COMMUNITY & CIVIC EVENTS COMMITTEE

City Clerk Green gave the Council a very brief update on the Fire Rescue Days events recently held in the City.

NORTHFIELD AREA AMBULANCE ASSOCIATION

None

6. ADJOURNMENT

The Workshop was adjourned at 7:58 p.m.

COUNCIL MEETING

1. CALL TO ORDER

The meeting was called to order by Mayor Gabriel at 8:02 p.m.

Members Present: Mayor Gabriel, Councilmembers: Crawford, Hartzler and Prasnicki

Members Absent: Councilmember Marotske

Also Present: Administrator Terry, Assistant City Administrator Nagel, Engineer Revering, Public Works Superintendent Schweich and City Clerk Green

2. PLEDGE OF ALLEGIANCE

Mayor Gabriel led the Council and audience in the Pledge of Allegiance.

3. OATH OF OFFICE

City Clerk Green gave the Oath of Office to Councilmember Hartzler.

4. ADOPT/APPROVE AGENDA

MOTION by Councilmember Crawford, second by Councilmember Prasnicki to approve the agenda as presented to Council. **APIF, MOTION CARRIED**

5. PRESENTATIONS, PROCLAMATIONS AND ACKNOWLEDGEMENTS

Councilmember Crawford and Assistant City Administrator Mark Nagel presented the City Council with the Green Step City Award.

6. PUBLIC COMMENT

Scott County Commissioner Tom Wolf gave the Council a brief update on flooding issues in Scott County and the Scott County Fair.

7. CONSENT AGENDA

MOTION by Councilmember Prasnicki, second by Councilmember Hartzler to approve the Consent Agenda.

- a. Approve Minutes from June 26, 2014 City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Adopt Resolution 14-42 Appointing Election Judges
- d. Adopt Resolution 14-43 Approving Amendment to the Elko New Market Fire Department Policy and Procedures
- e. Approve Job Description for Fire Department Lieutenant and Training Officer
- f. Approve Amended Job Description for Fire Captain

APIF, MOTION CARRIED

8. PUBLIC HEARINGS

None

9. GENERAL BUSINESS

OUTDOOR CONCERT AND EVENT PERMIT

Boy Scout Troop 325 requested the City Council approve an Outdoor Concert and Event Permit for Boy Scouts to host a pancake breakfast fund raiser with the N.E.W. Lions at Wagner Park on August 3, 2014. The Boy Scouts also requested the Council waive the fee associated with the Outdoor Concert and Event Permit.

MOTION by Councilmember Prasnicki, second by Councilmember Crawford to approve Resolution 14-44 Approving Outdoor Concert and Event Permit for Boy Scouts Pancake Breakfast. **APIF, MOTION CARRIED**

MOTION by Councilmember Crawford, second by Councilmember Prasnicki to waive the fee associated with the Outdoor Concert and Events Permit. **APIF, MOTION CARRIED**

AWARD OF CONTRACTS FOR WATER TREATMENT PLANT & ASSOCIATED WORK

Engineer Revering reviewed the bids that have been received for the Public Works Building, Water Treatment Plant and associated work with the Council. This item was discussed at the June 26th Council Meeting, at which time the bid for the Public Works Building was approved, however the discussion on the water related bids was continued to the July 10th Council Meeting to allow for full Council participation. After a lengthy discussion by the City Council, the Council awarded the contracts for the Water Treatment Plant and Associated Work by motion as follows.

MOTION by Councilmember Hartzler, second by Councilmember Crawford to accept the bids for the five water projects and accept the contracts as follows:

Water Treatment Facility – Magney Construction
Well Improvements – E.H. Renner
2014 Sewer and Water Piping – Ryan Contracting
Water Tower Rehab – Neumann Company

APIF, MOTION CARRIED

10. REPORTS

ADMINISTRATION

Administrator Terry gave the Council the Annual Administration Report, which provided an overview of the role of the Administration Department, volume of activity and notable projects during 2013.

City Clerk Green gave the City Council the first Annual Community and Civic Events Committee (CCEC) Report, including an overview of the role of the CCEC, financial report and events held during 2013.

The Council discussed reassigning the City Council duties associated with various Boards and Committees on which the former Councilmember Schneider served as Council Representatives.

MOTION by Councilmember Hartzler, second by Councilmember Crawford to make the following appointments:

Appointment of Councilmember Marotske to the Fire Relief Board

Appointment of Councilmember Hartzler to the Administrative Appeals Board

Appointment of Councilmember Marotske to the CCEC

APIF, MOTION CARRIED

PUBLIC WORKS

Written report included in Council Packet.

POLICE DEPARTMENT

None

FIRE DEPARTMENT

None

ENGINEERING

None

COMMUNITY DEVELOPMENT

Written Report included in Council Packet.

PARK DEPARTMENT

Written Parks Minutes and Update included in Council Packet.

Other Reports were covered during the Workshop Meeting.

11. DISCUSSION BY COUNCIL

Councilmember Hartzler inquired about the electrical bill for the library.

12. ADJOURNMENT

MOTION by Councilmember Hartzler, second by Councilmember Crawford to adjourn the meeting at 9:08 p.m. **APIF, MOTION CARRIED**