

CITY OF ELKO NEW MARKET  
SCOTT COUNTY, MINNESOTA  
WORK SESSION AND CITY COUNCIL MEETING  
601 MAIN STREET  
ELKO NEW MARKET, MINNESOTA 55054  
THURSDAY, DECEMBER 3, 2015

1. CALL TO ORDER

The Workshop was called to order at 6:31 p.m.

Members Present: Mayor Crawford, Councilmembers: Berg, Julius and Timmons

Members Absent: Councilmember Stern

Also Present: City Administrator Terry, Police Chief Mortenson, Public Works Superintendent Schweich, Justin Ernst of BMI and City Clerk Green

2. PRESENTATIONS

None

3. REPORTS

None

4. GENERAL DISCUSSION

Final Draft Budget and Projected Expense Budgets

Administrator Terry reviewed the Final Draft Budget with the City Council and asked for Council feedback on the budget. Council directed Staff to adjust the budget to reflect a 2% contingency and a start date of July 1, 2016 for the Community Development Specialist.

5. REPORTS

Administration

Administrator Terry asked the Council for clarification from the November 19<sup>th</sup> Council Meeting regarding a New Market Township Board representative serving on the Parks and Recreation Commission as an ex-officio member. The Council had discussed having a township representative on both the Planning Commission and the Parks and Recreation Commission. However, it was unclear whether or not the Council had decided on including the Parks & Recreation Commission. Council directed staff to include the Parks & Recreation Commission.

Public Works

None

Police Department

None

Fire Department

None

Engineering

Justin Ernst of BMI gave the Council an update on water treatment facility, CSAH 2 corridor infrastructure study and that BMI is also working on relative development readiness assessment of areas within the Community.

Community Development  
None

Parks Department  
Parks minutes and update included in Council Packet.

OTHER COMMITTEE AND BOARD REPORTS

- i. SCALE  
None
  - ii. RTF  
None
  - iii. TED  
None
  - iv. MVTA  
None
  - v. I35 SOLUTIONS ALLIANCE  
None
  - vi. CHAMBER OF COMMERCE  
Presented at Public Comment
  - vii. Community & Civic Events Committee (CCEC)  
None
6. ADJOURNMENT  
The Workshop was adjourned at 7:24 p.m.

COUNCIL MEETING

1. CALL TO ORDER  
The meeting was called to order by Mayor Crawford at 7:30 p.m.  
Members Present: Mayor Crawford, Councilmembers: Berg, Julius and Timmons  
Members Absent: Councilmember Stern  
Also Present: City Administrator Terry, City Attorney Poehler, Police Chief Mortenson, Justin Ernst of BMI, Public Works Superintendent Schweich and City Clerk Green
2. PLEDGE OF ALLEGIANCE  
Mayor Crawford led the Council and audience in the Pledge of Allegiance.
3. ADOPT/APPROVE AGENDA  
**MOTION** by Councilmember Julius, second by Councilmember Timmons to approve the agenda as presented. **APIF, MOTION CARRIED**

4. PRESENTATIONS, PROCLAMATIONS AND ACKNOWLEDGEMENTS

None

5. PUBLIC COMMENT

Vice President Amy Nugent gave the Council a brief update on upcoming Chamber activities including addition of new members, election of board members, holiday tree lighting and ladies night out.

6. CONSENT AGENDA

**MOTION** by Councilmember Julius, second by Councilmember Berg to approve the Consent Agenda.

- a. Approve Minutes from November 19, 2015 City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Adopt Resolution 15-89 Outdoor Concerts and Events Permit for Elko New Market Chamber of Commerce
- d. Approve 2016 Employee Insurance Benefits
- e. Approve Employment Agreement with Craig Anderson

**APIF, MOTION CARRIED**

7. PUBLIC HEARINGS

None

8. GENERAL BUSINESS

None

9. REPORTS

- a. ADMINISTRATION  
Presented at Work Session
- b. PUBLIC WORKS  
None
- c. POLICE DEPARTMENT  
None
- d. FIRE DEPARTMENT  
None
- e. ENGINEERING  
Presented at Work Session
- f. COMMUNITY DEVELOPMENT  
None
- g. PARKS DEPARTMENT  
Presented at Work Session

h. OTHER COMMITTEE AND BOARD REPORTS

- i. Scott County Association for Leadership and Efficiency (SCALE)  
None
- ii. SCALE Regional Training Facility (RTF)  
None
- iii. Transportation & Economic Development Steering Committee (TED)  
None
- iv. Minnesota Valley Transit Authority (MVTA)  
None
- v. I35 Solutions Alliance  
None
- vi. Chamber of Commerce  
None
- vii. Civic & Community Events Committee (CCEC)  
None

10. DISCUSSION BY COUNCIL

None

11. ADJOURNMENT

**MOTION** by Councilmember Julius, second by Councilmember Berg to adjourn the meeting at 7:37 p.m. **APIF, MOTION CARRIED**