

**CITY OF ELKO NEW MARKET
SCOTT COUNTY, MINNESOTA
WORKSHOP AND CITY COUNCIL MEETING
601 MAIN STREET
ELKO NEW MARKET, MINNESOTA 55054
THURSDAY, JANUARY 9, 2014**

1. CALL TO ORDER

The Workshop was called to order at 6:33 p.m.

Members present: Mayor Gabriel, Councilmembers: Crawford, Prasnicki and Schneider

Members absent: None

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

2. PRESENTATIONS

None

3. REPORTS

None

4. GENERAL DISCUSSION

Following the resignation of Councilmember Sulich, effective December 2, 2013, the City Council directed Staff to post for the position, advertising the vacancy and accept applications from all interested individuals with a deadline of November 20, 2013. The City received two applications for the vacant Council position by the deadline date. Prior to the Council Meeting, one of the applicants withdrew their application.

The City Council interviewed the remaining candidate, Henry Marotske for the vacant Council seat.

5. REPORTS

None

6. ADJOURNMENT - Workshop was recessed at 7:22 p.m.

COUNCIL MEETING

1. CALL TO ORDER

The meeting was called to order by Mayor Gabriel at 7:30 p.m.

Members present: Mayor Gabriel, Councilmembers: Crawford, Prasnicki and Schneider

Members absent: None

Also Present: City Administrator Terry, Assistant City Administrator Nagel, City Attorney Poehler, Police Chief Mortenson, 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

Mayor Gabriel gave the Oath of Office to Fire Chief Friedges and Assistant Fire Chief Kaufenberg.

4. ADOPT/APPROVE AGENDA

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

5. PRESENTATIONS, PROCLAMATIONS AND ACKNOWLEDGEMENTS

None

6. ANNUAL ORGANIZATIONAL MATTERS

MOTION by Councilmember Prasnicki, second by Councilmember Schneider to approve Resolution 14-01 Relating to the Organization of the City of Elko New Market. **APIF, MOTION CARRIED**

MOTION by Councilmember Schneider, second by Councilmember Crawford to appoint individuals to represent the City on various Boards and Committees and designed Councilmember Crawford as the Acting Mayor. **APIF, MOTION CARRIED**

Mayor Gabriel and Councilmember Crawford as the alternate and City Administrator as the representatives to SCALE (Scott County Association for Leadership and Efficiency)

City Administrator as the representative to SJPA (Scott Joint Prosecution Association)

City Administrator and Police Chief as the alternate representative for JRTF (Joint Regional Training Facility) Board.

Councilmember Crawford and City Administrator as the alternate representative to TRB (Transportation Review Board) and City Administrator as the representative the TPT (Transportation Planning Team)

Bob Crawford as the representative to the TED (Transportation Economic Development Committee)

City Administrator and Councilmember Schneider Council Representative to the Fire Relief Board.

Councilmember Crawford and City Administrator as the representatives to the I-35W Solutions Alliance

Councilmember Prasnicki and City Administrator as the alternate representative to the Chamber of Commerce

City Administrator and Fire Chief as the alternate representative to the Northfield Ambulance Association

Councilmember Schneider as representative to the Community and Civic Events Committee

Councilmember Crawford and Councilmember Prasnicki as alternate representatives to the Project Staff Meetings

The City Council directed Staff to place the appointments to various Boards and Committees on an upcoming Council Meeting for discussion on Councilmember Marotske's availability to participate on one or more of the Boards and Committees.

7. PUBLIC COMMENT

None

8. CONSENT AGENDA

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

- a. Approve Minutes from December 19, 2013 City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Approve Agreement for Legal Services Between the City of Elko New Market and Campbell Knutson
- d. Approve the City of Elko New Market Water Supply Plan
- e. Approve Authorization to Hire Part-time Police Officer
- f. Approve Cooperative Agreement Between the County of Scott and the City of Elko New Market for cost Sharing of Aerial Photography

APIF, MOTION CARRIED

9. PUBLIC HEARINGS

None

10. GENERAL BUSINESS

DECLARING A VACANCY ON COUNCIL AND APPOINTING COUNCILMEMBER

MOTION by Council Prasnicki, second by Councilmember Crawford to approve Resolution 14-02 Declaring A Vacancy On The City Council and Appointing Henry Marotske To Fill the Vacancy On The City Council. **APIF, MOTION CARRIED**

ENGINEERING SERVICES AGREEMENTS

Engineer Revering and the Council discussed the agreements between the City of Elko New Market and Bolton & Menk, Inc. relating to the design and construction of the water treatment facility at the Public Works Campus and associated water supply piping improvements. **MOTION** by Councilmember Schneider, second by Councilmember Crawford to approve the Engineering Services Agreements for design and construction of the water treatment facility and associated off-site piping improvements. **APIF, MOTION CARRIED**

REPORTS

ADMINISTRATION

The City Council was asked to appoint a representative to the interview panel for the Parks Commission Vacancy. After a brief discussion, Mayor Gabriel was appointed representative to the interview panel.

PUBLIC WORKS

Written report included in Council Packet.

POLICE DEPARTMENT

Written report included in Council Packet.

FIRE DEPARTMENT

None

ENGINEERING

Engineer Revering updated the Council that City Staff and Bolton & Menk Staff are meeting to review projects on a regular schedule.

COMMUNITY DEVELOPMENT

Planning Commission Meeting Summary included in Council Packet.

PARKS DEPARTMENT

Parks Commission Minutes, Draft 2014 Goals and Update included in Council Packet.

SCALE

None

RTF

None

SJPA

None

TED

None

TRB & TPT

None

I35 SOLUTIONS ALLIANCE

Councilmember Crawford gave an update from the last meeting which included discussion on sustainable funding for transportation.

CHAMBER OF COMMERCE

Amy Lewis, Vice Chair for the Chamber gave the Council an update on the following:

- Breakfast with Representative John Kline
- Elko Speedway Drive In Theater
- Point of Impact
- Board Meeting will be held in February to elect officers

CIVIC AND COMMUNITY EVENTS COMMITTEE

None

NORTHFIELD AREA AMBULANCE ASSOCIATION

Administrator Terry informed the Council that a Board Meeting will be held to discuss the status of the Northfield Area Ambulance Association.

10. DISCUSSION BY COUNCIL

Council held a discussion on the trail grant received from the Shakopee Mdewakanton Sioux Community, the New Market Township January Meeting and I35.

11. ADJOURNMENT

MOTION by Councilmember Prasnicki second by Mayor Gabriel to adjourn at 8:44 p.m. **APIF, MOTION CARRIED**

Submitted by:
Sandra Green
City Clerk