

**CITY OF ELKO NEW MARKET
SCOTT COUNTY, MINNESOTA
WORKSHOP AND CITY COUNCIL MEETING
601 MAIN STREET
ELKO NEW MARKET, MINNESOTA 55054
THURSDAY, MARCH 27, 2014**

1. CALL TO ORDER

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

Members present: Mayor Gabriel, Councilmembers: Crawford, Marotske, Prasnicky 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

Assistant City Administrator Nagel, along with Parks Commissioners Sutton, Miller and Dornseif gave the City Council a presentation on the following:

1. Review 2013 Accomplishments
2. Review 2014 Draft Goals
3. Review Parks 2014 Capital Projects
4. Discuss Parks Naming Process
5. Discuss Park ID Signage

After reviewing the Parks Naming Policy, the Council directed Staff to bring this policy back on Consent Agenda at the next City Council Meeting. The Council reviewed the current and proposed names of City parks and decided on the following parks names:

- i) Pete's Hill Open Space will be named Pete's Hill
- ii) Windrose Totlot Park will be named Little Windrose Park
- iii) Old Elko City Hall Park will be named Historic Elko Park

5. REPORTS

6. ADJOURNMENT - Workshop was adjourned at 7:26 p.m.

COUNCIL MEETING

1. CALL TO ORDER

The meeting was called to order by Mayor Gabriel at 7:31 p.m.

Members present: Mayor Gabriel, Councilmembers: Crawford, Marotske, Prasnicky 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 Parks Commissioner Dornseif.

4. ADOPT/APPROVE AGENDA

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

5. PRESENTATIONS, PROCLAMATIONS AND ACKNOWLEDGEMENTS

None

6. PUBLIC COMMENT

None

7. CONSENT AGENDA

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

- a. Approve Minutes from March 13, 2014 City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Adopt Resolution 14-14 Appointing A Community and Civic Events Committee for 2014
- d. Adopt Resolution 14-15 Reappointing Members to the Planning Commission
- e. Approve Waiving Insurance Liability Coverage
- f. Adopt Resolution 14-16 Amending Resolution 14-13 Amending the 2013 Budget
- g. Adopt Resolution 14-17 Amending the 2014 Budget - Capital Outlay
- h. Approve 2014/2015 Street Sweeping Contract
- i. Approve Annual Maintenance Contract with Frontline Plus, Inc.

APIF, MOTION CARRIED

8. PUBLIC HEARINGS

None

9. GENERAL BUSINESS.

MOTION by Councilmember Moratske, second by Councilmember Crawford to approve Memento Portraits Invoice for Professional Photography Services. Ayes: Councilmembers Crawford, Moratske, Prasnicki and Schneider. Abstain: Mayor Gabriel due to individual is a member of his family. **MOTION CARRIED**

MOTION by Councilmember Crawford, second by Councilmember Prasnicki to approve Equipment Use Agreement for Commercial Chipper as amended to include an end date of December 31, 2014. **APIF, MOTION CARRIED**

10. REPORTS

ADMINISTRATION

Administrator Terry asked the Council if there were any questions regarding the Code Enforcement Report included in the Council Packet. Council had no questions.

Administrator Terry, City Council and Scott County Commissioner Wolf discussed the Scott County Transportation Sales Tax and how it would affect Scott County and cities within the County.

Administrator Terry reviewed with the City Council an email received from a resident requesting monitoring of noise levels at the Elko Drive-in Movie Theater. After reviewing the request, the Council directed Staff to contact the MPCA to obtain information on their loan of monitoring equipment program. Council also directed Staff to contact Tom Ryan regarding the City contacting the MPCA regarding this program.

PUBLIC WORKS

Report included in Council Packet.

POLICE DEPARTMENT

Chief Mortenson briefly reviewed with the Council the following reports (which were included in the Council Packet):

- i. Chief of Police Report
- ii. Annual Police Department Report
- iii. Annual Workload Study

FIRE DEPARTMENT

None

ENGINEERING

Administrator Terry and Engineer Revering reviewed with the City Council the updated Capital Improvement Plan, funding plan and recommendations for implementation based on project category, priority, budget impacts and bundling of projects. After a lengthy discussion, it was decided that Staff would revisit the plan using feedback received from the Council and bring this back to the Council at an upcoming meeting for further discussion. Council directed Staff to provide them with a copy of the refined plan as soon as it has been completed.

COMMUNITY DEVELOPMENT

None

PARKS DEPARTMENT

None

SCALE

Councilmember Crawford gave the Council a brief update of the last SCALE meeting which included election of officers.

RTF

None

SJPA
None

TED

Administrator Terry and Councilmember Crawford gave the Council an update on the last meeting which included a discussion on the transportation sales tax and creating a marketing group to promote Scott County as a destination for people to come to.

TRB & TPT
None

I35 SOLUTIONS ALLIANCE
None

CHAMBER OF COMMERCE

Administrator Terry gave a brief update on a meeting currently held between the Chamber and the City regarding scheduling meetings on a regular basis to discuss initiatives and areas that the Chamber and City can work together on.

CIVIC AND COMMUNITY EVENTS COMMITTEE

City Clerk Green gave the Council a brief update on the CCEC which included the group currently working on the final details for the upcoming Egg Hunt and the status of the Fire Relief Annual Fundraiser.

NORTHFIELD AREA AMBULANCE ASSOCIATION
None

11. DISCUSSION BY COUNCIL

Council discussed the availability of councilmembers to attend upcoming Council Meetings. Council directed Staff to change the meeting start times for the April 24th meetings as follows: EDA Meeting will start at 7:00 p.m. and Business Meeting will start at 8:00 p.m.

Councilmember Crawford updated the Council on the MVTA Board Meeting he recently attended.

Mayor Gabriel informed the Council that Toni Maat had a house fire at her property in Lonsdale. Toni Maat is the owner of Windmill Feed and Pet Supply.

12. ADJOURNMENT

MOTION by Councilmember Moratske, second by Councilmember Crawford to adjourn at 10:07 p.m. **APIF, MOTION CARRIED**

Submitted by:
Sandra Green
City Clerk