

CITY OF ELKO NEW MARKET
SCOTT COUNTY, MINNESOTA
WORK SESSION AND CITY COUNCIL MEETING
100 J. ROBERTS WAY
ELKO NEW MARKET, MINNESOTA 55054
THURSDAY, APRIL 28, 2016

1. CALL TO ORDER

The Workshop was called to order at 7:10 p.m.

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

Members Absent: None

Also Present: City Administrator Terry, City Planner Kirmis, City Engineer Revering, Community Development Coordinator Christianson, Police Chief Mortenson and City Clerk Green.

2. PRESENTATIONS

None

3. REPORTS

None

4. GENERAL DISCUSSION

Chamber of Commerce President Kate Timmerman gave the Council an update on Chamber activities including: Art Crawl, Golf Tournament and Candidate Forum.

Scott County Commissioner Tom Wolf gave the City Council a brief update of Scott County activities including: work on County Road 8, growth around the area and County working on levy.

City Engineer Revering gave the City Council a presentation on the CSAH 2 Infrastructure Needs Study.

5. REPORTS

None

6. ADJOURNMENT

The Workshop was adjourned at 7:27 p.m.

COUNCIL MEETING

1. CALL TO ORDER

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

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

Members Absent: None

Also Present: City Administrator Terry, City Attorney Poehler, City Planner Kirmis, City Engineer Revering, Community Development Coordinator Christianson, Police Chief Mortenson 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 Berg to approve the agenda as presented. **APIF, MOTION CARRIED**

4. PRESENTATIONS, PROCLAMATIONS AND ACKNOWLEDGEMENTS

Mayor Crawford read the Proclamation Declaring May 1 to 7, 2016 Municipal Clerks Week.

Shari Luebbert, on behalf of Tapestry Vineyard Church presented a monetary donation to the Elko New Market Fire Relief Association, which was received by Jodi Muelken on behalf of the Association.

5. PUBLIC COMMENT

None

6. CONSENT AGENDA

MOTION by Councilmember Timmons, second by Councilmember Julius to approve the Consent Agenda as amended.

- a. Approve Minutes from April 14, 2016 City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Approve Purchase of Drainage and Utility Easement
- d. Adopt Resolution 16-24 Gambling Permit for Elko Baseball Club
- e. Elko New Market Fire Relief Downtown Dance
 - i. Approve City Use Agreement between the City of Elko New Market and the Elko New Market Fire Relief Association for City's Portion of the Parking Lot Located at 450 Main Street
 - ii. Approve City Use Agreement between the City of Elko New Market and the Elko New Market Fire Relief Association for the Elko New Market Fire Hall located at 601 Main Street
 - iii. Approve Resolution 16-26 Outdoor Concerts and Events Permit for Elko New Market Fire Relief Association
 - iv. Approve Resolution 16-27 Temporary On-Sale Intoxicating Liquor License for Elko New Market Fire Relief Association
- f. Adopt Resolution 16-19 Approving Employee Handbook
- g. Adopt Resolution 16-23 Approving Social Media Policy
- h. Approve Letter of support for Tiger Discretionary Grant

- i. Adopt Resolution 16-25 Approving Outdoor Concerts and Events for Captain Black's Bar & Grill – **Item pulled and placed on Business Agenda 8e**

APIF, MOTION CARRIED

7. PUBLIC HEARINGS

None

2. GENERAL BUSINESS

Ordinance No. 130 Amending City Code Relating to the Keeping of Backyard Chickens

City Planner Kirmis reviewed with the Council the Planning Commission Public Hearing held on April 5, 2016 regarding the keeping of backyard chickens in the City as an accessory to single family residential uses (in residential zoning districts).

Based on the background information, recommendation of City Staff and evidence received at the Planning Commission Meeting, the Planning Commission unanimously recommended Council approval of a draft Zoning Ordinance amendment.

After the Council held a discussion on this item, a **MOTION** was made by Councilmember Timmons, second by Councilmember Berg to adopt Ordinance No. 130 Amending the Elko New Market City Code to Establish Regulations Related to the Keeping of Backyard Chickens. Mayor Crawford asked for a roll call. Councilmember Berg – aye; Councilmember Timmons – aye, Councilmember Julius – nay and Mayor Crawford – aye. **MOTION CARRIED**

MOTION made by Councilmember Berg, second by Councilmember Timmons to adopt Ordinance No. 131 Summary of Ordinance No. 130. **APIF, MOTION CARRIED**

Woodcrest Sanitary Sewer Improvement Project

Engineer Revering and the City Council started a discussion on the Woodcrest Sanitary Sewer Improvement Project. There were a number of Woodcrest residents attending the meeting. The residents stated some of them had not received email correspondence informing them that this item would be on the April 28th City Council Meeting and that the meeting location had been changed.

The Council tabled this discussion until the May 12th City Council Meeting. Council directed Staff to utilize mail, via US Postal Service, for correspondence with Woodcrest residents regarding this item.

Amendment to Letter of Understanding

Pablo Murillo and Craig Norenberg of Avant Private Communities requested the Council approve an amendment to the existing Letter of Understanding restricting the City to work solely with Avant on negotiations for acquisition of properties owned by the City of Elko New Market.

Avant gave a presentation to the Council of a conceptual plan for these properties. After the presentation, Mr. Murillo requested the City Council extend the term of the Letter of Understanding by 30 days.

MOTION by Councilmember Timmons, second by Councilmember Berg to approve an amendment to the Letter of Understanding extending the term for 30 days. Ayes: Mayor Crawford; Councilmembers Timmons and Berg;

Abstain: Councilmember Julius due to employment with New Market Bank conflict. **MOTION CARRIED**

CSAH 2 Infrastructure Needs Study

Engineer Revering had given the City Council a presentation on the CSAH 2 Development Infrastructure Needs Study at the Work Session.

MOTION by Councilmember Timmons, second by Councilmember Julius to approve the draft CSAH 2 Development Infrastructure Needs Study report as substantially complete. **APIF, MOTION CARRIED**

3. REPORTS

a. ADMINISTRATION

None

b. PUBLIC WORKS

None

c. POLICE DEPARTMENT

None

d. FIRE DEPARTMENT

None

e. ENGINEERING

Engineer Revering updated the Council on the status of water projects and cost review.

f. COMMUNITY DEVELOPMENT

None

g. PARKS DEPARTMENT

Parks minutes included in Council Packet.

h. OTHER COMMITTEE AND BOARD REPORTS

i. SCALE

None

ii. MVTA

None

iii. I35 SOLUTIONS ALLIANCE

None

iv. CHAMBER OF COMMERCE

Presented at Work Session

v. Community & Civic Events Committee (CCEC)

None

vi. 50 By 30 Collective Impact Project

1. Steering Committee - None

2. Transportation Committee - None
3. Housing Committee - None

4. DISCUSSION BY COUNCIL

The Council directed Staff, along with sending Engineer Revering's Report, to inform Woodcrest residents to submit any comments they have prior to the meeting. Council stated they would take limited comments from the public at the May 12, 2016 Council Meeting on this item.

Dan Chlan discussed with the Council that he has worked with the City, but is still having flooding issues on his property. Engineer Revering informed the Council that he will continue to work with Mr. Chlan on this flooding issue to find out what is causing the problem.

5. ADJOURNMENT

MOTION by Councilmember Julius, second by Councilmember Timmons to adjourn the meeting at 8:59 p.m. **APIF, MOTION CARRIED**