

CITY OF ELKO NEW MARKET
SCOTT COUNTY, MINNESOTA
WORKSHOP AND CITY COUNCIL MEETING
601 MAIN STREET
ELKO NEW MARKET, MINNESOTA 55054
THURSDAY, AUGUST 13, 2015

1. CALL TO ORDER

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

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

Members Absent: None

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

2. PRESENTATIONS

None

3. REPORTS

None

4. GENERAL DISCUSSION

Administrator Terry reviewed the Draft 2016 Budget with the Council. Following discussion, the City Council directed staff to tray and schedule a special work session to discuss the budget. Councilmembers were encouraged to meet with the City Administrator separately for a more detailed review of the budget.

5. REPORTS

None

6. ADJOURNMENT

The Workshop was adjourned at 7:38 p.m.

COUNCIL MEETING

1. CALL TO ORDER

The meeting was called to order by Mayor Crawford at 7:33 p.m.

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

Members Absent: None

Also Present: City Administrator Terry, City Attorney Poehler, Engineer Revering, 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 Timmons, second by Councilmember Stern to approve the agenda as presented. **APIF, MOTION CARRIED**

4. PRESENTATIONS, PROCLAMATIONS AND ACKNOWLEDGEMENTS

None

5. PUBLIC COMMENT

None

6. CONSENT AGENDA

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

- a. Approve Minutes from July 23, 2015 City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Adopt Resolution 15-59 Approving Creation of Fund 290 SCA Construction & Maintenance of Roads
- d. Approve Change Orders 4 and 6 for the Public Works Maintenance Facility Project
- e. Approve Employment Contract with Craig Anderson

APIF, MOTION CARRIED

7. PUBLIC HEARINGS

None

8. GENERAL BUSINESS

Windrose Park West Land Conveyance

The City Council discussed the conveyance of 20 feet of additional lot depth for three homes located in Windrose. Council directed Staff to refer this item to the Parks and Recreation Commission regarding the inclusion of two additional properties.

MOTION by Councilmember Timmons, second by Councilmember Julius to waive the \$900 application fee relating to the Windrose Park West land conveyance and cap escrow related fees at \$1,000.00. **APIF, MOTION CARRIED**

Alternative Urban Areawide Review (Final AUAR)

The City Council held a brief discussion on the adoption of the final Alternative Urban Areawide Review.

MOTION by Councilmember Timmons, second by Councilmember Stern to approve Resolution 15-60 Final Alternative Urban Areawide Review (Final AUAR) **APIF, MOTION CARRIED**

Community Development Position

Administrator Terry asked the Council for direction regarding the hire of a full-time Community Development position. Council discussed the option of hiring a Community Development Director or Community Development Specialist. After discussing whether to hire a director or specialist, the Council decided to hire the specialist position. At the next Council Meeting, Staff will bring back the final Community Development Specialist job description and timeline for the hiring process. At that same meeting, Staff will request Council to authorize the City Administrator to hire this position. Staff will also be asking for Council volunteers to serve on the interview panel.

2015 Community Survey

Administrator Terry gave the Council a brief overview of the Community Survey. Council did not have any questions relating to the survey.

9. REPORTS

a. ADMINISTRATION

None

b. PUBLIC WORKS

Written report included in Council Packet.

c. POLICE DEPARTMENT

Written report included in Council Packet.

d. FIRE DEPARTMENT

None

e. ENGINEERING

None

f. COMMUNITY DEVELOPMENT

None

g. PARKS DEPARTMENT

Parks Update and Minutes included in the Council Packet.

h. OTHER COMMITTEE AND BOARD REPORTS

i. SCALE

None

ii. RTF

None

iii. TED

None

iv. MVTA

None

v. I35 SOLUTIONS ALLIANCE

Councilmember Timmons gave a brief update on the last MVTA meeting which included a discussion on the Orange Line and the availability of bus rides to the State Fair.

vi. CHAMBER OF COMMERCE

Vice President Amy Lewis gave the City Council a brief update on upcoming Chamber of Commerce events including the Chamber Golf Tournament and State of the City.

- vii. Community & Civic Events Committee (CCEC)
None

10. DISCUSSION BY COUNCIL

Councilmember Julius requested Staff have the August 27th City Council Packet out by Friday, August 21st.

11. ADJOURNMENT

MOTION by Councilmember Julius, second by Councilmember Timmons to adjourn the meeting at 9:34 p.m. **APIF, MOTION CARRIED**