

CITY OF ELKO NEW MARKET  
SCOTT COUNTY, MINNESOTA  
WORK SESSION AND CITY COUNCIL MEETING  
601 MAIN STREET  
ELKO NEW MARKET, MINNESOTA 55054  
THURSDAY, SEPTEMBER 24, 2015

1. CALL TO ORDER

The Workshop was called to order at 6:58 p.m.

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

Members Absent: None

Also Present: City Administrator Terry and City Attorney Poehler.

2. PRESENTATIONS

None

3. REPORTS

None

4. GENERAL DISCUSSION

None

5. CLOSED MEETING

The City Council held a closed meeting for the purpose of evaluation of the performance of the City Administrator, Tom Terry pursuant to Minnesota Statute Section 13d.05, Subd 3a. Due to time restraints, the Council continued the closed meeting until the end of the Business Meeting.

6. REPORTS

None

7. ADJOURNMENT

The Workshop was adjourned at 7:25 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, Stern and Timmons

Members Absent: None

Also Present: City Administrator Terry, City Attorney Poehler, Engineer Revering and Public Works Superintendent Schweich

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 revised agenda as presented. **APIF, MOTION CARRIED**

4. PRESENTATIONS, PROCLAMATIONS AND ACKNOWLEDGEMENTS

Mayor Crawford, on behalf of the City Council, recognized the following firefighters for their years of service: Steve Nelson, Scott Watry, Chris Flegel, Kevin Seurer, Jodi Muelken, Greg Miller, Jay Simon, Justin Webber, Steve Schalwig, Bruce Friedges, Rob Kaufenberg, Bob Hanna, Todd Friedges, Tony Novak and John Fuller. Harry Breuer, who resigned last year, was presented with a plaque for his 22 years of service to the City of Elko New Market and its citizens.

5. PUBLIC COMMENT

None

6. CONSENT AGENDA

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

- a. Approve Minutes from September 10, 2015 City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Approval of Liquor Licenses
  - i. Adopt Resolution 15-65 granting On Sale, Sunday and Off Sale Liquor Licenses for Captain Black's Bar and Grill.
  - ii. Adopt Resolution 15-66 granting On Sale Non-Intoxicating Beer License for Elko Baseball Club
  - iii. Adopt Resolution 15-67 granting On Sale, Sunday and Off Sale Liquor Licenses for The Doublewide
  - iv. Adopt Resolution 15-68 granting On Sale Non Intoxicating Beer License for New Market Baseball Association
  - v. Adopt Resolution 15-69 granting On Sale, Sunday and Off Sale Liquor Licenses for The End Zone
  - vi. Adopt Resolution 15-70 granting Off Sale Liquor License for TDF Liquors
  - vii. Adopt Resolution 15-71 granting On Sale and Sunday Liquor Licenses for Firehouse Grille
  - viii. Adopt Resolution 15-72 granting On Sale, Sunday and Off Sale Liquor Licenses for Leo's Bar
  - ix. Adopt Resolution 15-73 granting On Sale, Sunday and Off Sale Liquor Licenses for Bullseye Saloon
  - x. Adopt Resolution 15-74 granting Off Sale 3.2 Liquor License for Fish Rock Country Market
  - xi. Adopt Resolution 15-75 granting On Sale and Sunday Liquor License for Elko Speedway
  - xii. Adopt Resolution 15-76 granting On Sale and Sunday Liquor License for R&F Properties (Champions)
  - xiii. Adopt Resolution 15-80 granting On Sale and Sunday Liquor License for Boulder Pointe Golf Club
- d. Adopt Resolution 15-77 Adopting 5-Year Goals For the City of Elko New Market
- e. Preliminary 2016 Budget and Levy
  - i. Adopt Resolution 15-78 Approving 2016 Preliminary Budget
  - ii. Adopt Resolution 15-79 Approving 2015 Tax Levy Collectible in 2016

- f. Approve of Recycling Agreement with Scott County
- g. Approve Postage Meter Agreement With Northland Business Systems  
**APIF, MOTION CARRIED**

7. PUBLIC HEARINGS

None

8. GENERAL BUSINESS

Discussion Regarding Building Permit Fees

Per a request from a local developer, the City Council and Staff reviewed the alternatives available to the City for deferring utility connection fees due at the time of the issuance of a building permit. After a lengthy discussion, Council directed Staff to prepare a program for utility fee deferral that would allow a builder/applicant to defer payment of the utility fees and submittal of a letter of credit in lieu of cash escrow for security for landscaping and erosion control. Staff was directed to bring the necessary action items back to the Council at the next City Council Meeting.

Woodcrest Sanitary Sewer Improvements

Engineer Revering and the Council discussed existing and potential issues related to Subsurface Treatment Systems (SSTS) aka “septic systems” in Woodcrest and options to manage these issues. Council direction was to have Staff prepare a resolution ordering preparation of report for the extension of sanitary sewer to serve the Woodcrest Development.

9. REPORTS

a. ADMINISTRATION

The City Administrator and the Council discussed the funding request from the Scott County Historical Society. Council decided not to include the funding in the 2016 Budget.

b. PUBLIC WORKS

None

c. POLICE DEPARTMENT

None

d. FIRE DEPARTMENT

None

e. ENGINEERING

None

f. COMMUNITY DEVELOPMENT

The Council held a discussion regarding a request from Scott County for a formal comment from the City regarding community solar gardens. Council directed Staff to send a letter to Scott County stating the City opposes solar gardens within the City’s urban expansion area.

g. PARKS DEPARTMENT

The Parks and Recreation Commission was asked by the City Council for input regarding the conveyance of parkland to the owners of two lots in the Windrose 5<sup>th</sup> addition. The

Council concurred with the Parks Commission's recommendation that the City offer to convey the parkland to the owners at a price that reflects fair market value. Further, this conveyance does not represent a precedent for selling City parkland; that all existing structure and vegetation belonging to homeowners be moved back onto private property; and the funds, should the property be sold, be put into the Park Dedication Fund for use for other park projects. The Council directed Staff to work with an appraiser to obtain the fair market value for these two lots. The appraisal will be paid for by the homeowners.

h. OTHER COMMITTEE AND BOARD REPORTS

i. SCALE

None

ii. RTF

Administrator Terry had provided information in the Council Packet.

iii. TED

None

iv. MVTA

None

v. I35 SOLUTIONS ALLIANCE

None

vi. CHAMBER OF COMMERCE

Councilmember Julius reminded the Council and audience that the State of the City Address will be held next week at the Elko New Market Library.

Administrator Terry gave the Council a brief update on the status of the Chamber of Commerce Holiday Tree.

vii. Community & Civic Events Committee (CCEC)

None

10. DISCUSSION BY COUNCIL

None

11. ADJOURNMENT

**MOTION** by Councilmember Julius, second by Councilmember Timmons to adjourn the meeting at 9:10 p.m. **APIF, MOTION CARRIED**

*Mayor Crawford continued the Closed Meeting at 9:15 p.m.*

The Council continued the City Administrator's performance evaluation.

*Mayor Crawford closed the Closed Meeting at 10:30 p.m.*

**MOTION** by Councilmember Julius, second by Councilmember Timmons to adjourn the Closed Meeting at 10:31 p.m. **APIF, MOTION CARRIED**