

**1) CALL TO ORDER**

The meeting was called to order by Mayor Julius at 6:00 p.m.

Members Present: Mayor Julius, Councilmembers: Timmerman, Berg, Novak and Schuenke

Members Absent: None

Also Present: City Administrator/Clerk Terry, Police Chief Juell, Senior Planner Christianson, Attorney Leah Koch, Deputy Clerk Jirak, City Engineer Revering, Scott County Commissioner Wolf, Steve Schwanke, Jack Trautz and Patrick Fischer,

**2) PLEDGE OF ALLEGIANCE**

Mayor Julius led the Council and audience in the Pledge of Allegiance.

**3) ADOPT/APPROVE AGENDA**

**MOTION** by Councilmember Timmerman, second by Councilmember Schuenke to approve the agenda.

**APIF, MOTION CARRIED**

**4) PRESENTATION, PROCLAMATIONS AND ACKNOWLEDGEMENTS (PP&A)**

None.

**5) PUBLIC COMMENT**

Scott County Commissioner Wolf gave the Council a brief update on current discussions being held at Scott County including:

- Scott County tax levy was finalized at 3.99% for the year
- Commissioner Wolf was elected to be Vice-Chair of the County Board
- Redistricting

**6) ANNUAL ORGANIZATIONAL MATTERS**

City Council Appointments and Assignments

**MOTION** by Councilmember Timmerman, second by Councilmember Berg to adopt Resolution 22-01 designating Councilmember Novak as Acting Mayor for the City of Elko New Market.

**APIF, MOTION CARRIED.**

In approving 2022 organizational matters, the Council is required to appoint individuals to represent the City on various Boards and Committees. A summary of the individuals appointed to the Boards and Commissions follows:

- a) Mayor Julius (primary) and all members of the City Council (alternate) as the representatives to SCALE (Scott County Association for Leadership and Efficiency). The Mayor as the representative to the SCALE Executive Committee with the City Administrator as the alternate.

- b) City Administrator and Chief of Police as the alternate representative to SJPA (Scott Joint Prosecution Association)
- c) City Administrator and Police Chief as the alternate representative for JRTR (Joint Regional Training Facility) Board.
- d) Councilmember Schuenke as the representative to the I-35W Solutions Alliance. Councilmember Berg will be an alternate.
- e) Councilmember Timmerman and City Administrator as representatives to the Fire Relief Board and Fire District Workgroup.
- f) Councilmember Novak as representative to the Community and Civic Events Committee.
- g) Councilmember Schuenke as the representative to the MVTA (Minnesota Valley Transit Authority) Board.
- h) Councilmember Berg to serve as the City Council representative on the Administrative Appeals Board.

All other committee and board representatives to be appointed as needed.

**MOTION** by Councilmember Berg, second by Councilmember Novak to approve representatives as appointed by Council for committees and boards.

**APIF, MOTION CARRIED**

Designation of Official Newspaper

**MOTION** by Councilmember Schuenke, second by Councilmember Timmerman to approve Resolution 22-02 Designating The New Prague Times as Official Newspaper of the City of Elko New Market.

**APIF, MOTION CARRIED**

Designation of Official Depositories

Mayor Julius abstained from this item due to his employment with New Market Bank.

**MOTION** by Councilmember Berg, second by Councilmember Timmerman to approve Resolution 22-03 Approving New Market Bank and League of Minnesota Cities 4M Fund as the Official Depositories for the City of Elko New Market.

**4 ayes, Mayor Julius Abstained, MOTION CARRIED**

**7) CONSENT AGENDA**

**MOTION** by Councilmember Berg, second by Councilmember Timmerman to approve Consent Agenda as presented.

- a. Approve December 16, 2021 Minutes of the City Council Meeting
- b. Approve December 28, 2021 Minutes of the Special City Council Meeting
- c. Approve Payment of Claims and Electronic Transfer of Funds

- d. Adopt Resolution 22-04 Accepting 2021 Donations
- e. Approve Utility Rate Analysis Report
- f. Adopt Resolution 22-05 Supporting Scott County's Continuation Of The Transportation Sales Tax
- g. Rescind Employment Agreement

**APIF, MOTION CARRIED**

**8) PUBLIC HEARINGS**

None.

**9) GENERAL BUSINESS**

None.

**10) REPORTS**

- a) Administration  
No report.

- b) Public Works  
December 2021 Monthly Public Works Report included in Council packet.

- c) Police Department  
December 2021 Monthly Police Department report included in Council packet.

Police Chief Juell updated Council on the following items:

- Homicide in community
- Department implementation of Permit to Purchase process

- d) Fire Department  
No report.

- e) Engineering  
Proposed 2024 New Market Townsite Reconstruction Project  
City Engineer Revering presented to the City Council New Market Townsite Reconstruction Project process. The process is intended to provide opportunity for affected residents ample time to be aware of and plan for the financial impacts, allow planning and design work to occur during seasons that fit typical work flows best and allows the project to be bid well in advance of the 2024 construction season. Council supported the Project process as proposed.

- f) Community Development  
Draft Planning Commission Minutes of the December 14, 2021 Meeting included in packet.

Discussion Regarding Comprehensive Plan Amendment – Inland Development Partners LLC Proposal.

Mayor Julius abstained from discussion on this item due to his employment with New Market Bank.

Senior Planner Christianson presented to Council a brief background regarding property located at the northwest quadrant of CSAH 2 & 91 on current guidance by the City's 2040 Comprehensive Plan. Christianson presented an inquiry from Inland Development Partners (IDP) regarding a potential development of this property. IDP is interested in pursuing acquisition and/or development of the property if the current land use guidance can be amended along CSAH 91 from commercial to medium density residential and along CSAH 2 from commercial to high density residential.

Steve Schwanke of Inland Development Partners provided answers to questions Council had regarding the project.

Staff was looking for feedback from Council regarding IDP's concept request to change the land use guidance. After Council discussion, Council was supportive of the guidance consistent with the Planning Commission feedback - regarding the southern portion of the property to Town Center and the northern portion of the property to medium density residential.

#### Commissioner Appointment/Reappointment

Senior Planner Christianson reviewed the upcoming term expiration for Commissioner Kruckman. Kruckman indicated she will seek reappointment for the position. After Council discussion, Council directed Staff to post for the Planning Commission position and invite Commissioner Kruckman to apply for reappointment.

#### g) Parks Department

December 2021 Monthly Parks & Recreation Updates included in Council packet. Draft Parks & Recreation Commission Minutes of December 15, 2021 Meeting included in Council packet.

#### Commissioner Appointments.

City Administrator/Clerk Terry reviewed the upcoming term expirations for Park Commissioners Miler and Melgaard. Staff advised the Council that both Park Commissioners indicated they will not seek reappointment. Council directed Staff to post Parks Commission positions.

Mayor Julius volunteered to be on the interview panel for both Commissioner positions.

#### h) Community & Civic Events Committee (CCEC)

No report.

#### i) Other Committee and Board Reports

##### i) Scott County Association for Leadership and Efficiency (SCALE)

No report.

##### 1. Executive Committee

No report.

2. Service Delivery Committee

No report.

ii) Minnesota Valley Transit Authority (MVTA)

No report.

iii) I35 Solutions Alliance

Councilmember Schuenke updated Council on the I35 Solutions Alliance meeting he attended.

iv) Chamber of Commerce

No report.

**11) DISCUSSION BY COUNCIL**

None.

**12) ADJOURNMENT**

**MOTION** by Councilmember Novak, second by Councilmember Schuenke to adjourn the meeting at 7:13 p.m.

Respectfully submitted by

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Lynda Jirak, Deputy Clerk