

1) CALL TO ORDER

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

Members Present: Mayor Julius, Councilmembers Timmerman and Schuenke

Members Absent: Councilmembers Novak and Berg

Also Present: City Administrator/Clerk Terry, Senior Planner Christianson, City Attorney Poehler, City Planner Skluzacek, City Engineer Revering, Police Chief Juell, Deputy Clerk Jirak, Patrick Fischer, City Accountant Stewart, Recreation Specialist Davidson, Scott County Commission Wolf and Matt Meyer

2) PLEDGE OF ALLEGIANCE

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

3) ADOPT/APPROVE AGENDA

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

APIF, MOTION CARRIED

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

Recognition of Janelle Kirsch

Mayor Julius provided a brief background on Ms. Kirsch's accomplishments and presented her with a certificate of appreciation.

2021 Year End Audited Financial Statements - BerganKDV

Matt Meyer from BerganKDV presented to the Council the Independent Auditor's Report for the City of Elko New Market. The audit resulted in an unmodified opinion which is the best opinion an auditor is able to offer and provides assurance that the financial statements are fairly presented in all material respects.

5) PUBLIC COMMENT

None.

6) CONSENT AGENDA

MOTION by Councilmember Timmerman, second by Councilmember Schuenke to approve the Consent Agenda.

- a. Approve June 9, 2022 Minutes of the City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Adopt Resolution 22-42 Concerning Transient Merchants License Fee
- d. Approve Voting System Agreement Between Dominion Voting Systems, Inc and the City of Elko New Market
- e. Adopt Resolution 22-43 Reporting Results of the City's Performance Measurement Program to the Office of the State Auditor
- f. Approve Grading Permit for R & F Properties
- g. Pete's Hill Development

- i. Adopt Resolution 22-44 Approving Amendment to Development Contract for Pete’s Hill
 - ii. Adopt Resolution 22-45 Accepting Street and Utility Improvements in Pete’s Hill
 - h. Adopt Resolution 22-46 Adopting Independent Auditors’ Report for the City of Elko New Market
 - i. Adopt Ordinance 250 Amending Subdivision Ordinance Concerning Financial Securities
 - j. Adopt Ordinance 251 Amending Zoning Ordinance Concerning City Landscaping Requirements
 - k. Reauthorize Purchase Tandem Axle Plow Truck
- APIF, MOTION CARRIED**

7) PUBLIC HEARINGS

None.

8) GENERAL BUSINESS

None

9) REPORTS

a) Administration

Assessment Policy and Ordinance Amendment Discussion

City Planner Skluzacek presented to Council on the City’s Special Assessment Deferral Policy. The purpose of the assessment policy was to determine a fair and equitable manner of recovering and distributing the cost of public improvements.

Skluzacek explained at the April 28, 2022, City Council Meeting, Council directed Staff to bring the current policy into compliance with State Statute in three specific areas: revisiting the definition of total and permanent disability, including active military service as a basis for deferment in City Policy and clarifying income thresholds for income-based deferments.

Staff is recommending amending the total and permanent disability definition which gives the City a basis for determination using supportive evidence. For active military service, Staff is recommending amending the policy to be in compliance with State Statute by including language specific to active military service as a basis for deferment.

Skluzacek presented three options for Council on income-based deferments: percentage of average annual income for income-based deferral, asset-based deferral, and partial income-based deferral. Staff recommended percentage of average annual income for income-based deferral with a higher percentage, 5%, for the qualifying factor in order to direct relief to those who need it most.

After Council discussion, Council agreed with Staff recommendation for percentage of average annual income for income-based deferral, however, determined a 2.5% percentage would be the qualifying factor.

Staff will prepare an amended policy for consideration by Council based on direction received.

b) Public Works

City Administrator/Clerk Terry advised the Council that interviews took place for the Maintenance Worker I position with one candidate moving forward.

c) Police Department

Police Chief Juell updated Council on the hiring process for the Police Officer candidate.

d) Engineering

No report.

e) Community Development

Senior Planner Christianson advised Council of the upcoming Planning Commission Meeting on Tuesday, June 28, 2022, which will include a concept plan for 33 lots north of City Hall.

f) Parks Department

Farmers Market

Recreation Specialist Davidson presented to Council a summary of the 2021 season partnership with St. Paul Farmers Market, research on what makes a farmers' market successful and recommendations on implementation if the City Council decides to pursue a market. Davidson also provided feedback from the Parks Commission.

Staff attempted to gain clarity on what occurred during the 2021 season by considering feedback from residents and interviewing vendors. Staff found important factors for a successful farmers market to be location, recurring vendors, schedule and associated enhancement activities along with staffing requirements. Staff sought Council feedback for a future farmers' market in Elko New Market.

After Council discussion, Council directed Staff to identify budget for operating costs for a farmers' market and bring back to Council for further discussion.

g) Community & Civic Events Committee (CCEC)

Deputy Clerk Jirak stated the Fire Rescue Parade is Saturday, June 25, 2022.

h) 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) I35 Solutions Alliance
No report.

10) DISCUSSION BY COUNCIL

City Administrator/Clerk Terry advised Council of upcoming work session start times in July.

11) ADJOURNMENT

MOTION by Councilmember Timmerman, second by Councilmember Schuenke to adjourn the meeting at 7:05 p.m.

APIF, MOTION CARRIED.

Respectfully submitted by

Lynda Jirak, Deputy Clerk