

1) CALL TO ORDER

The meeting was called to order by Mayor Julius at 6:30 p.m.

Members Present: Councilmembers: Novak and Berg

Members Absent: Councilmember Timmerman

Also Present: City Administrator/Clerk Terry, Senior Planner Christenson, City Engineer Revering, City Accountant Stewart, Scott County Commissioner Wolf, Patrick Fischer and Deputy Clerk Jirak

Members Present via Zoom: City Attorney Poehler and Councilmember Schuenke

2) PRESENTATIONS

None.

3) REPORTS

None.

4) GENERAL DISCUSSION

Draft 2023 Utility Budgets

City Administrator/Clerk Terry provided the City Council with the annual review of the City's Utility Funds using a Utility Fund Model that has been refined over a number of years. By examining various assumptions related to development, expenses and rates, scenarios were derived from these assumptions to assist the Council in making more informed policy decisions in regard to the City's utility fund rate structures. Terry reviewed the revenues and expenditures of the Water Fund, Sewer Fund and Storm Water Fund and presented the five-year history of each of these funds.

After Council discussion, Council directed Staff to move forward to continue to refine the budget as newer updated information becomes available.

5) REPORTS

a) Administration

Third Quarter Financial Report included in the packet.

b) Public Works

None.

c) Police Department

Police Chief Juell updated Council on Officer Hotaling's resignation, on the process of hiring an officer, the hiring environment and explained the new schedule coming out in January. Mayor Julius questioned the morale of the Department during this time. Chief Juell stated the morale of the Department is good. Councilmember Berg stated the City will need to get creative and be competitive to attract and retain employees.

d) Engineering

None.

- e) Community Development
Senior Planner Christenson updated Council on a Commercial Real Estate Brokerage Conference she attended.
- f) Parks Department
Mayor Julius questioned the upgrade to Woodcrest Park. City Administrator/Clerk Terry advised Council on the Woodcrest Park progress.
- g) Community & Civic Events Committee (CCEC)
Councilmember Novak updated Council the Halloween Party will be held on Saturday, October 29.
- h) Other Committee and Board Reports
 - i) Scott County Association for Leadership and Efficiency (SCALE)
None.
 - (1) Executive Committee
None.
 - (2) Service Delivery Committee
None.
 - ii) I35 Solutions Alliance
None.

- 6) **ADJOURNMENT**
The Work Session was adjourned at 6:55 pm.

1) CALL TO ORDER

The meeting was called to order by Mayor Julius at 7:00 p.m.

Members Present: Councilmembers Novak and Berg

Members Absent: Councilmember Timmerman and Schuenke.

Also Present: City Administrator/Clerk Terry, City Engineer Revering, Senior Planner Christenson, Deputy Clerk Jirak, Scott County Commissioner Wolf and Patrick Fischer

Members present via Zoom: City Attorney Poehler

2) PLEDGE OF ALLEGIANCE

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

3) ADOPT/APPROVE AGENDA

City Administrator/Clerk Terry updated the Council that an additional item C will be added under General Business to the agenda - Authorize the hire of a police officer to fill vacancy based on a resignation. Mayor Julius requested that General Business item A, Consider Ordinance No. 255 – An Interim Ordinance Prohibiting the Manufacture, Testing, Distribution, and Sale of Cannabinoids be removed from the agenda and placed on the November 17 City Council Meeting.

MOTION by Councilmember Berg, second by Councilmember Novak to approve the amended agenda.

APIF, MOTION CARRIED

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

SVA Presentation – Domestic Violence Month

Police Chief Juell provided a brief presentation to the Council on Domestic Violence Month and a brief background of Southern Valley Alliance in helping victims of domestic abuse.

5) PUBLIC COMMENT

None.

6) CONSENT AGENDA

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

- a. Approve October 13, 2022 Minutes of the City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Adopt Resolution 22-66 Authorizing the Levy of Special Assessments for the Collection of Delinquent Utility Bills and Charges for Services
- d. Approve Revised Public Works Maintenance Worker I Job Description

APIF, MOTION CARRIED

7) PUBLIC HEARINGS

Business Subsidy Policy Amendment

Mayor Julius requested that the Public Hearing be rescheduled until the November 17, 2022 City Council Meeting.

MOTION by Mayor Julius second by Councilmember Novak to reschedule the Business Subsidy Policy Amendment to the November 17, 2022 City Council Meeting.

APIF, MOTION CARRIED

8) GENERAL BUSINESS

Establishment of an Economic Development Tax Increment Financing District

Senior Planner Christianson presented the concept of establishing an Economic Development Tax Increment Financing (TIF) District over the Park I-35 Industrial Park Property to City Council. Christianson explained establishing a TIF District would allow the City to capture and use most of the increase in local property tax revenues from a new development, within a defined geographic area, for a defined period of time. An economic development TIF district would be used to gather funds from such industries as manufacturing, warehousing and research and development. Christianson presented provided and overview of Tax Increment Financing, the potential City use of TIF revenue and a sample of increment revenue. Councilmember Berg questioned the pro and cons of establishing a TIF District which were answered by City Administrator/Clerk Terry. Mayor Julius supports the Economic Development TIF District for the budget flexibility tool, however, felt it was too early to be implementing TIF for the I-35 Park at this time.

City Administrator/Clerk Terry noted another element to the Economic Development TIF District was the potential need to annex the interchange; the ramps, the intersections and bridge itself, into the City limits in order to be able to utilize TIF District Funds for improvements to the interchange. Terry provided a brief overview of how this could affect handling and costs associated with incidents at the interchange for the County Sheriff's Office, New Market Township, Elko New Market Fire Department and Police Department.

After Council discussion, Council directed Staff to move forward on the Economic Development TIF District for the Park I-35 Industrial Park.

Authorize the Hire of a Police Officer to Fill the Vacancy Based on a Resignation

City Administrator/Clerk Terry held a discussion with the City Council regarding the City's hiring range policy for the Police Officer position. Terry explained, as identified by policy, the City Administrator is only authorized to hire a Police Officer within Step 1 through Step 3 in the pay grade for officers. Staff is asking Council to authorize the City Administrator to exceed the City's starting salary range policy, if justified by qualifications and experience, in order to be more attractive and competitive with experienced candidates.

After Council discussion, Councilmembers agreed to allow the City Administrator to exceed the hiring range identified by policy to fill the vacancy, if needed, for the Police Officer position.

MOTION by Councilmember Novak, second by Councilmember Berg to authorize the City Administrator to hire a Police Officer to fill the pending vacant position and furthermore authorize the City Administrator to hire outside the policy dictated starting salary range based on experience and qualifications.

APIF, MOTION CARRIED

9) REPORTS

All reports were presented under the Work Session.

10) DISCUSSION BY COUNCIL

None.

11) ADJOURNMENT

MOTION by Councilmember Berg, second by Councilmember Novak to adjourn the meeting at 7:41 p.m.

APIF, MOTION CARRIED

Respectfully submitted by

Lynda Jirak, Deputy Clerk