

CITY COUNCIL WORK SESSION

May 10, 2018

Minutes

1. CALL TO ORDER

The meeting was called to order by Mayor Crawford at 7:03 p.m.

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

Members Absent: None

Also Present: City Administrator Terry, Police Chief Mortenson, City Engineer Revering, and City Clerk Green

2. PRESENTATIONS

None

3. REPORTS

None

4. GENERAL DISCUSSION

Expectations for City Commissioners

Administrator Terry discussed criteria for appointed City Commissioners, including Planning Commission and Parks Commission. Due to time constraints, this item was continued to the Business Meeting under Council Discussion.

5. REPORTS (Continued)

None

6. ADJOURNMENT

The Work Session was adjourned at 7:29 p.m.

1) CALL TO ORDER

The meeting was called to order by Mayor Crawford at 7:34 p.m.

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

Members Absent: None

Also Present: City Administrator Terry, Police Chief Mortenson, City Attorney Poehler, City Engineer Revering 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 Timmerman to approve the revised agenda.

- a) 6f – Approve Fiber License Agreement Between City of Elko New Market and Scott Rice Telephone Company (Integra) – **moved to General Business 8a**

APIF, MOTION CARRIED

4) PRESENTATIONS, PROCLAMATIONS AND ACKNOWLEDGEMENTS

National Police Week Proclamation

Mayor Crawford, on behalf of the City Council, proclaimed the week of May 13 to 19, 2018 as National Police Week.

Donation from N.E.W. Lions Club for Purchase of Narcan

Police Chief Mortenson discussed the opioid epidemic with the City Council. Currently neither the Police Department nor Fire Department carries doses of Narcan, a medication that can reverse the effects of an Opioid overdose and possibly save the life of the person who has overdosed.

Members of the New Market Elko Webster Lions Club (N.E.W.) recognized the importance of all First Responders in the community to carry such medication. The N.E.W. Lions Club made a donation of \$360.00 to the Elko New Market Police Department for the cost of dosages of Narcan in each squad car, along with 3 extra dosages available to replace an administered dose. Police Chief Mortenson requested the City Council accept the donation of \$360.00 from the N.E.W. Lions. The Lions were represented at the Council Meeting by Laura and Bob Vogel.

5) PUBLIC COMMENT

None

6) CONSENT AGENDA

MOTION by Councilmember Timmons, second Councilmember Timmerman to approve Consent Agenda as amended.

- a. Approve April 26, 2018 Minutes of the City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Adopt Resolution 18-22 Requesting an Extension to the Metropolitan Council's 2040 Comprehensive Plan Submission Deadline
- d. Approve 2018 Recycling Agreement with Scott County
- e. Elko New Market Fire Relief Association Annual Dance
 - i. Adopt Resolution 18-26 Approving Outdoor Concerts and Events Permit
 - ii. Adopt Resolution 18-27 Approving Temporary On-Sale Intoxicating Liquor License
- f. Approve Fiber License Agreement Between City of Elko New Market and Scott Rice Telephone Company (Integra) - **Moved to Business 8a APIF, MOTION CARRIED**

7) PUBLIC HEARINGS

None

8) GENERAL BUSINESS

Approve Fiber License Agreement Between City of Elko New Market and Scott Rice Telephone Company (Integra)

Fiber optic cable provides Elko New Market with the most consistent and reliable network connectivity between all physical Elko New Market locations. Of the options available for network connectivity (broadband, copper or point to point wireless) fiber is the best option for Elko New Market. When comparing the options and using the criteria of speed, distance, supportability, scalability, cost and building to the future fiber is the best option for Elko New Market now and into the future.

The Police Department will see a huge benefit from fiber connectivity. Currently the existing breathalyzer used for testing alcohol content is not able to reach the BCA/State due to multiple Virtual Private Network (VPN) connections. With fiber those multiple VPN connections will no longer be needed. The fiber allows the breathalyzer to connect to the State using one VPN connection. A single VPN connection is an industry standard and fiber brings that standard to Elko New Market.

The City Council reviewed three (3) options for the installation of fiber to the Police Department.

- Option 1 – City would install and own the fiber at an estimated cost of \$40,000.00.
- Option 2 – City would pay up front for a twenty (20) year fiber lease (\$20,500.00) and an annual maintenance fee for all locates, maintenance and repairs (\$360.00).

- Option 3 – Fiber lease for an initial period of five (5) years. The lease agreement includes locates, maintenance and repairs. Initial cost would be \$2,500.00 with a monthly fee of \$180.00.

After discussing this item, the Council unanimously decided Option 3, a five (5) year lease agreement would provide the most flexibility and lowest cost entry, but would result in the highest cost over an extended period of time. Council directed Staff that prior to the expiration of the five (5) year lease agreement to prepare a Request for Proposal for fiber maintenance and repairs.

MOTION by Councilmember Timmons, second Councilmember Timmerman to approve Fiber License Agreement Between City of Elko New Market and Scott Rice Telephone Company (Integra). **APIF, MOTION CARRIED**

9) REPORTS

a) ADMINISTRATION

City Facebook Page

City Administrator Terry asked for Council direction on content to be included on the City of Elko New Market Facebook Page. Following a discussion on this item, the Council directed Staff that Facebook content be limited to City sponsored/related information.

b) PUBLIC WORKS

Written report included in Council Packet.

c) POLICE DEPARTMENT

Written report included in Council Packet. Chief Mortenson gave the Council a brief update on currently completed officer training and Point of Impact attendance.

d) FIRE DEPARTMENT

None

e) ENGINEERING

None

f) COMMUNITY DEVELOPMENT

Written Community Development Updates included in Council Packet.

g) PARKS DEPARTMENT

Written Parks Commission Update included in Council Packet.

h) OTHER COMMITTEE AND BOARD REPORTS

i. SCALE

None

ii. MVTA
None

iii. I35 SOLUTIONS ALLIANCE

Councilmember Timmons gave a brief update of last I35 Solutions Alliance Meeting which included a presentation on the Brooklyn Center to Mall of America transit and road closures starting in June – updates available on MnDot website.

Councilmember Timmons will have staff email Legislative update to councilmembers as soon as they are available.

iv. CHAMBER OF COMMERCE

Councilmember Timmerman updated the Council on the Chamber of Commerce’s June 22, 2018 golf tournament.

v. REGIONAL COUNCIL OF MAYORS

None

vi. COMMUNITY AND CIVIC EVENTS COMMITTEE

City Clerk Green gave the Council a brief update on upcoming Fire Rescue Days and Community Picnic.

vii. DOWNTOWN IMPROVEMENT COMMITTEE

Councilmember Timmerman gave a brief update on the last Downtown Improvement Committee Meeting which included updates on three flower gardens and that a Lakeville South student has volunteered to do community work on the flower gardens.

viii. 50 BY 30 COLLECTIVE IMPACT PROJECT

1. Steering Committee - None
2. Transportation Committee – Mayor Crawford updated the Council on the last Transportation Committee Meeting which included a discussion regarding volunteer drivers and car repair for people in need of assistance.
3. Housing Committee –Councilmember Julius provided his written notes from the last Housing Committee Meeting to the rest of the Council.
4. Work Force Committee – Councilmember Timmons gave an update on the last Work Force Committee Meeting which included discussion on the Intentional Social Interaction events held at Marnita’s Table.
Documentation on the events will be compiled and discussed at the next Work Force Committee Meeting.

10) DISCUSSION BY COUNCIL

The City Council continued the Expectations for City Commissioners Discussion from the Work Session. After discussing what expectations the Council had relating to City commissioners, the Council felt the following criteria should be used for both Planning Commissioners and Parks Commissioners:

- Each commissioner needs to complete one training course every two (2) years

- Each commissioner must attend at least 75% of the scheduled regular meetings, special meetings and workshops each year

11) ADJOURNMENT

MOTION by Councilmember Timmons , second by Councilmember Timmerman to adjourn the meeting at 9:12 p.m. **APIF, MOTION CARRIED**

Respectfully submitted by:

Sandra Green, City Clerk