

**1) CALL TO ORDER**

The meeting was called to order by Acting Mayor Berg at 6:04 p.m.

Members Present: Acting Mayor Berg, Councilmembers: Timmerman and Novak

Members Absent: Mayor Julius

Also Present: City Administrator/Clerk Terry, Senior Planner Christianson, City Accountant Stewart, Police Chief Juell, Jodi Lucast, Janelle Kuznia and Patrick Fischer

**2) PRESENTATIONS**

None.

**3) GENERAL DISCUSSION**

2024 Budget Goals and Parameters

City Administrator/Clerk Terry provided the Council background information and discussed factors impacting the 2024 budget. Staff was seeking Council input on goals and priorities within the 2024 budget, as well as direction on the maximum tax impact assumption for preparing the draft budget.

The Council did not identify a specific maximum tax impact parameter for purposes of preparing the draft budget. The City Council directed Staff to include all of the items discussed in the staff memorandum, plus the following:

- Increase Parks Capital Outlay by \$5,000 from Projected Budget
- Increase Community Events Budget by \$13,000

**4) REPORTS (Continued)**

None.

**5) ADJOURNMENT**

The Work Session was adjourned at 7:01 p.m.

**1) CALL TO ORDER**

The meeting was called to order by Acting Mayor Berg at 7:07 p.m.

Members Present: Acting Mayor Berg, Councilmembers: Timmerman and Novak

Members Absent: Mayor Julius

Also Present: City Administrator/Clerk Terry, Senior Planner Christianson, City Attorney Poehler, Police Chief Juell, Jodi Lucast, Janelle Kuznia, Gene Meger, Kristine Ripley, Lynn Bross and Patrick Fischer

**2) PLEDGE OF ALLEGIANCE**

Acting Mayor Berg led the Council and audience in the Pledge of Allegiance.

**3) ADOPT/APPROVE AGENDA**

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

**APIF, MOTION CARRIED**

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

Recognize Officer Carkhuff

Police Chief Juell provided a brief background on Officer Carkhuff's accomplishments and presented Carkhuff with a certificate of appreciation.

Oath for Officer Senden

Police Chief Juell administered the Oath of Office to Officer Steven Senden. Police Chief Juell provided a brief background on Officer Senden.

Oath for Officer Buttolph

Police Chief Juell administered the Oath of Office to Officer Zachary Buttolph. Police Chief Juell provided a brief background on Office Buttolph.

**5) PUBLIC COMMENT**

None.

**6) CONSENT AGENDA**

**MOTION** by Councilmember Timmerman, second by Councilmember Novak to approve Consent Agenda.

- a) Approve June 22, 2023, Minutes of the City Council Meeting
- b) Approve Payment of Claims and Electronic Transfer of Funds
- c) Approve Election Judge Salaries
- d) Adopt Resolution 23-42 Approving Outdoor Concert & Event Permit for Loralee Berle to host a Wedding Ceremony and Reception
- e) Approve Professional Services Agreement with Abdo Solutions for Compensation Study

- f) Woodcrest Sanitary Sewer Improvement
    - i. Jodsaas – 26716 Woodcrest Court
      - Approve Public Improvement and Special Assessment Agreement
      - Adopt Resolution 23-43 Approving and Adopting Special Assessments
  - g) Approve Bid Documents and Award Woodcrest 2023 Sewer Hookups Project
- APIF, MOTION CARRIED**

**7) PUBLIC HEARINGS**

Liquor License for Kwik Trip, Inc.

Acting Mayor Berg opened the Public Hearing at 7:22 pm.

No comments were received during the Public Hearing.

Acting Mayor Berg closed the Public Hearing at 7:23pm.

**MOTION** by Councilmember Novak, second by Councilmember Timmerman to approve Resolution 23-44 Approving a New Liquor License for Kwik Trip, Inc. in the City of Elko New Market.

**APIF, MOTION CARRIED**

Liquor License for Red Eye Enterprises, Inc. dba Bullseye Saloon

Acting Mayor Berg opened the Public Hearing at 7:24 pm.

No comments were received during the Public Hearing.

Acting Mayor Berg closed the Public Hearing at 7:24pm.

**MOTION** by Councilmember Novak, second by Councilmember Timmerman to approve Resolution 23-45 Approving a New Liquor License for Red Eye Enterprises, Inc. dba Bullseye Saloon in the City of Elko New Market.

**APIF, MOTION CARRIED**

**GENERAL BUSINESS**

Receive Report and Call for Hearing on 2024 Downtown Recon Project

City Engineer Revering presented to Council the 2024 Old New Market Reconstruction Project. Revering requested the City Council consider accepting the Feasibility Report for the 2024 Downtown Recon Project and call for a Public Hearing on the proposed improvement. After Council discussion, Council supported the Feasibility Report for the 2024 Downtown Recon Project and called for a Public Hearing on the proposed improvement on August 10, 2023.

**MOTION** by Councilmember Novak, second by Councilmember Timmerman to approve Resolution 23-46 Receiving Feasibility Report and calling Hearing on Improvement.

**APIF, MOTION CARRIED**

Authorize Hire of Police Officer and Use of Public Safety Aid

City Administrator/Clerk Terry updated Council on an additional Police Officer position budgeted in the 2024 Budget and asked Council to consider hiring this officer position in 2023 along with another officer position using grant money the City will be receiving from the Public Safety Aid grant dollars from the State of Minnesota. Terry continued that hiring both officers would benefit the Police Department in increased coverage and the ability to provide greater overlap between schedules which may allow officers to work with partners, thereby increasing officer safety.

Staff is recommending Council hire of an additional officer in 2023 and another officer in 2024 utilizing the Public Safety Aid to cover a portion of the expense in the 2024 and 2025 Budgets.

Police Chief Juell added additional comments relating to benefits to the hiring of two additional officers.

Council discussion agreed to Staff's recommendations with hiring two additional officers.

**MOTION** by Councilmember Timmerman, second by Councilmember Novak to authorize Staff to hire an officer position.

**APIF, MOTION CARRIED**

**MOTION** by Councilmember Novak, second by Councilmember Timmerman to use the Public Safety Aid method recommended by City Staff to pay for the new Police Officer positions with discretion to changes as deemed necessary in the future by Council.

**APIF, MOTION CARRIED.**

**8) REPORTS**

a. Administration

Policy Discussion Topics

City Administrator/Clerk Terry provided results received from Council regarding ranking by the Council related to priority policy discussion topics. Council affirmed the ranking of the list of issues provided.

Councilmember Candidate Selection Process

City Administrator/Clerk Terry provided a brief background on the number of applicants received for the City Council position and requested Council to provide direction for the interview process. After Council discussion, Council agreed to interview the City Council candidates before the August 10, 2023 City Council meeting with a 5:00 pm interview start time, 6:30 City Council Work Session start time and a 7:30 pm City Council meeting start time.

**MOTION** by Councilmember Novak, second by Councilmember to amend Resolution 23-46 to hold the Public Hearing at 7:30 pm.

**APIF, MOTION CARRIED**

City Administrator/Clerk Terry reminded Councilmembers that past practice has been to have the Mayor and Acting Mayor review the questions for City Council Candidates and make any appropriate changes before interviewing Candidates. Council agreed with this practice for interviewing City Council Candidates.

- b. Public Works  
June 2023 Monthly Report included in packet.
- c. Police Department  
June 2023 Monthly Report included in packet.
- d. Engineering  
No report.
- e. Community Development  
No report.
- f. Parks Department  
June 2024 Monthly Update included in packet.  
Draft Parks & Recreation Commission Minutes of the June 14, 2023 Meeting included in packet.

City Administrator Terry mentioned that the Thursday Family Fun Nights have been highly successful at Wagner Park this year. The July 27<sup>th</sup> Family Fun Night will be canceled due to a conflict by the entertainment.

- g. Community & Civic Events Committee (CCEC).  
Draft Community & Civic Events Committee Minutes of the June 20, 2023 Meeting included in packet.
- 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 Councilmember  
No report.

**9) DISCUSSION BY COUNCIL**

Police Chief Juell updated Council on the speed wagon.

Acting Mayor Berg inquired upon coordination of Council for Night to Unite which will take place on Tuesday, August 1, 2023. City Administrator/Clerk Terry explained to Council past protocol for Councilmembers for Night to Unite.

**10) ADJOURNMENT**

**MOTION** by Councilmember Timmerman, second by Councilmember Novak to adjourn the meeting at 8:28 p.m.

Respectfully submitted by

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Lynda Jirak, Deputy Clerk