

1. CALL TO ORDER

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

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

Members Absent: None

Also Present: City Administrator Terry, Assistant City Administrator Nagel, Police Chief Mortenson, City Engineer Revering, Finance Director Doud and City Clerk Green

2. PRESENTATIONS

None

3. REPORTS

None

4. GENERAL DISCUSSION

Review Budget Priorities

City Administrator Terry and Finance Director Doud gave the City Council a presentation on the 2019 draft budget. After a lengthy discussion, Council provided the following direction to Staff for the 2019 Draft Budget:

- Assume the full year expense for the officer hired in mid-2018
- Assume the annual incremental increase for 318 Debt Service Fund
- Assume Capital Outlay needs based on 2019 projected budget
- Implement stepped reduction in the use of LGA to support General Fund operations and redirection to the Capital Projects Fund or Economic Development Fund
- Assume 3% contingency in the General Fund
- Include an Administration/Community Development Intern
- Keep maximum tax impact for the typical home at 6%

Staff will make recommendations provided by Council and bring back a revised Draft 2019 Budget at the August 23, 2018 Work Session.

5. REPORTS (Continued)

- a. Reports from the Business Agenda may be presented if time permits

6. ADJOURNMENT

The Work Session was adjourned at 7:30 p.m.

1. CALL TO ORDER

The meeting was called to order by Mayor Crawford at 7:36 p.m.

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

Members Absent None

Also Present: Assistant City Administrator Nagel, Police Chief Mortenson, City Attorney Poehler, City Engineer Revering, Finance Director Doud 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 Timmerman, second by Councilmember Julius to approve the agenda as revised.

Consent Agenda Item 6f revised to read “Solar Project at Water Treatment Facility”.

APIF, MOTION CARRIED

4. PRESENTATIONS, PROCLAMATIONS AND ACKNOWLEDGEMENTS

Mayor Crawford, on behalf of the City Council, presented Fire Chief Todd Friedges with a plaque from Scott County Fair honoring the Elko New Market Fire Department.

Assistant City Administrator Nagel recognized Eagle Scout Hartman Sadusky who was attending the Council Meeting as part of his eighth (8) Eagle Scout Project and noted that each project has made a difference in park facilities.

5. PUBLIC COMMENT

None

6. CONSENT AGENDA

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

- a. Approve July 26, 2018 Minutes of the City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Adopt Ordinance No. 173 Amending Title 9, Chapter 3 Concerning Stormwater Drainage Utility Rates and Charges
- d. Accept 2018 Community Survey and Findings and Results
- e. Amendment to Solar Agreement at Public Works Facility
- f. Solar Project at Water Treatment Facility

- i. Approve Termination of Agreement for Solar Project at City Hall
- ii. Approve Agreement for Solar Project at Water Treatment Facility
- g. Approve Administrative Intern Position and Authorize City Administrator to Hire the Position

APIF, MOTION CARRIED

7. PUBLIC HEARINGS

None

8. GENERAL BUSINESS

Mayor Crawford stated he had heard from Families and Individuals Sharing Hope (FISH) that Councilmember Julius has resigned from FISH as Council Representative. Councilmember Julius explained he had resigned from the FISH Board but not as a Council Representative at FISH Meetings.

a) Reassignment of Former Councilmember Timmons's Duties

Former Councilmember Timmons was assigned to various Boards and Committees as a City Council representative in 2018.

MOTION by Councilmember Berg, second by Councilmember Julius to reassign the duties on the following Boards and Committees previously assigned to the former Councilmember Timmons.

- Appoint Councilmember Berg (Councilmember Timmerman alternate) to the I-35 Solutions Alliance
- Appoint Councilmember Timmerman to MVTA as alternate
- Appoint Councilmember Julius to the Elko New Market Chamber of Commerce

APIF, MOTION CARRIED

9. REPORTS

a) **ADMINISTRATION**

2nd Quarter Financials

Finance Director Doud reviewed the 2nd Quarter Financial Statements page by page with the City Council and answered questions from the City Council. There was no further action taken by the City Council on this item.

Alternate Rate Structure for New Lawn Watering

Assistant City Administrator Nagel provided the Council with background regarding two inquiries received regarding large water bills received due to aggressively irrigating newly installed sod. Staff had researched and compiled water use data for all new homes built during the last three years in Elko New Market. Staff provided City Council with the following two options relating to irrigation of new sod.

1. No Change
 - a. No change to current tier structure for irrigation of new sod.
2. Separate Rate Structure
 - a. Staff would set up a separate rate structure specifically for months where new sod installation irrigation occurred. Home owner would be required to notify the City prior to the billing for the month the new sod is installed and irrigation begins. This option would require Staff to manually change the rate structure for each specific address in the Utility Billing system.

After discussing this item, the unanimous consensus of the City Council was to do Option #2 – Separate Rate Structure. Staff will add the new separate rate structure to the Fee Schedule and bring back to Council for review and action on an upcoming Consent Agenda.

Councilmember Julius stated that former Councilmember Timmons was also the Council Representative on the Administrative Appeals Board. Staff had accidentally missed including the Administrative Appeals Board on the reassignment of duties for former Councilmember Timmons. Mayor Crawford stated he would be willing to serve on the Administrative Appeals Board.

MOTION by Councilmember Julius, second by Councilmember Timmerman to appoint Mayor Crawford to serve on the Administrative Appeals Board. **APIF, MOTION CARRIED**

b) PUBLIC WORKS

Written report included in Council Packet.

c) POLICE DEPARTMENT

Written report included in Council Packet. Councilmember Julius commented that the Police Department does a great job on Night to Unite. Police Chief Mortenson gave the Council a brief update on Night to Unite and status of hiring a full-time police officer.

Mayor Crawford brought up that former Councilmember Timmons and he served on the interview panel for police officers. Mayor suggested Council think about who would be interested in replacing former Councilmember Timmons on the police officer interview panel for a future discussion.

d) FIRE DEPARTMENT

None

e) ENGINEERING

None

f) COMMUNITY DEVELOPMENT

None

g) PARKS DEPARTMENT

Parks Commission Update included in Council Packet. Councilmember Julius inquired as to when the Disc Golf Course would be ready. Assistant City Administrator Nagel informed the Council that the design and price was approved by the Parks commission at their August Meeting, but Assistant City Administrator Nagel still needs to make sure there are no wetlands restrictions and that the neighborhood has been informed about the plan. This item will be brought to Council at a future date for review and action.

h) OTHER COMMITTEE AND BOARD REPORTS

i. SCALE

None

ii. MVTA

None

iii. I35 SOLUTIONS ALLIANCE

None

iv. CHAMBER OF COMMERCE

None

v. REGIONAL COUNCIL OF MAYORS

None

vi. COMMUNITY AND CIVIC EVENTS COMMITTEE

None

vii. DOWNTOWN IMPROVEMENT COMMITTEE

Councilmember Julius gave the Council an update on the last Downtown Improvement Committee Meeting which included discussions on status of Webster Street Flower Garden, that some flowers had been dug up and removed from Webster Street Flower Garden, status of the Digital Sign Flower Garden, concerns regarding the closing of CSAH 2 and 91 intersection during construction of the roundabout and how donations received by the City from residents are handled relating to recognizing the individual(s), business(es) or organization(s) that gave the donation to the community. Council discussed having Staff review donations received by the City over the last few years to ensure that donations have receive property recognition.

City Clerk Green reminded the City Council that the Community Picnic will be held Saturday, August 18, 2018 from noon to 3:00 p.m. at Wagner Park and Councilmembers are invited to help at this event.

viii. 50 BY 30 COLLECTIVE IMPACT PROJECT

- Steering Committee – None
- Transportation Committee –None
- Housing Committee – None
- Work Force Committee –None

10. DISCUSSION BY COUNCIL

Councilmember Berg inquired as to why there was an invocation given prior to the Council Meeting but not included on the agenda. Councilmember Berg wondered why the Invocation Policy approved by City Council was not followed. City Clerk Green advised the Council that she was only informed the day prior to the Council Meeting, after the agenda had been finalized, that an invocation would be given.

Councilmember Berg requested that mileage reimbursement being paid to Councilmembers be discussed at an upcoming Council Meeting.

11. ADJOURNMENT

MOTION by Councilmember Timmerman, second by Councilmember Julius to adjourn the meeting at 8:38 p.m. **APIF, MOTION CARRIED**

Respectfully submitted by:

Sandra Green, City Clerk