

**MINUTES OF THE PROCEEDINGS  
OF THE CITY COUNCIL OF THE CITY OF JORDAN  
IN THE COUNTY OF SCOTT  
JANUARY 17, 2006**

CALL TO ORDER: The meeting was called to order at 7:00 p.m. Present: Dale Oldenburg, Trudy Smith, Mike Shaw, Mayor Jabs, and Jeremy Goebel. Also present: City Administrator Waite Smith, Engineers Caron and Carter, Planner Janish, Police Chief Malz, Public Works Director Bendzick, and Administrative Assistant Dault. Absent: Councilmembers Ullmann and Schultz. Also absent: Finance Director Nikunen.

PUBLIC HEARING WELLHEAD PROTECTION PLAN: Mayor Jabs opened the Public Hearing on the Wellhead Protection Plan Phase 1 at 7:00 p.m. This public hearing is a requirement of the Minnesota Department of Health (MDH). Engineer Caron stated that Well No. 7 has now been on line for a year. Included in the report for MDH will be the following:

1. The delineation of the Wellhead Protection Area
2. The delineation of the Drinking Water Supply Management Area
3. The vulnerability assessment of both the drinking water supply wells and the aquifer within the DWSMA.

Mayor Jabs closed the public hearing at 7:05 p.m.

MINUTES OF PREVIOUS MEETING: Motion Smith second Goebel to approve the January 3, 2006 regular session minutes as submitted. Motion approved. Vote all ayes.

SET AGENDA: Motion Shaw second Goebel to set the agenda as submitted. Motion approved. Vote all ayes.

PUBLIC COMMENT: There was no public comment.

FIRE DEPARTMENT REPORT: Administrator Waite Smith stated the next semi-annual Fire Board Meeting is scheduled for January 25, 2006 at 7:00 p.m.

POLICE DEPARTMENT STATISTICS - DECEMBER: Police Chief Malz commented on the December Police Report and stated the year-end report will be distributed at the next Council meeting.

DECEMBER FINANCE REPORT: The December 2005 Finance Report was included.

ANNUAL REVIEW OF CONDITIONAL USE PERMITS – 2006: Motion Shaw second Smith to approve the annual review of conditional use permits as submitted. Motion approved. Vote all ayes.

RESOLUTION 1-05-2006 BORCHARDT CONDITIONAL USE PERMIT: Randy Borchardt of 912 E. 2<sup>nd</sup> Street requested a Conditional Use Permit (CUP) to construct a 1,600 square foot shed (40 x 40) which will include 3 garage doors and an entrance door. The shed would be 21 feet in height and would be placed 10 feet from the property line. The building would be used for personal storage. Properties located in the rural residential zone are allowed to construct accessory buildings up to 840 square feet and anything above that would require a request for a conditional use permit. Motion Goebel second Shaw to approve the Planning Commission's recommendation to adopt Resolution 1-05-2006 approving a Conditional Use Permit to construct an accessory structure larger than 840 square feet in the Rural Residential Zoning District for Randy Borchardt at 912 E. 2<sup>nd</sup> Street. Motion approved. Vote all ayes.

RESOLUTION 1-06-2006 ACKNOWLEDGING CURT KOCHLIN'S YEARS OF SERVICE ON PLANNING COMMISSION: Mayor Jobs read aloud Resolution 1-06-2006 acknowledging Curt Kochlin's years of service on the Planning Commission. Motion Jobs second Smith to adopt Resolution 1-06-2006 as presented. Motion approved. Vote all ayes.

ENGINEERS REPORT: There was no Engineers Report.

AUTHORIZE THE PURCHASE OF A NEW PICKUP FOR PUBLIC WORKS IN 2006: Motion Oldenburg second Goebel to authorize the purchase of a new 2006 Ford Ranger Super Cab pickup for Public Works at a cost of \$18,571.69. Motion approved. Vote all ayes. This is a budgeted item for 2006 and \$9,285.85 will be allocated from the Park Budget and \$9,285.84 from the Sewer Budget.

RECEIVE RECOMMENDATION FOR PUBLIC IMPROVEMENT PROCESS: The Scott County Engineer, Public Works Director, City Attorney, City Engineer, and the City Administrator met to discuss ways to streamline the process for public improvement projects. A couple of suggestions include the implementation of a multi-year Capital Improvement Plan and that the City Attorney be involved in the project planning in the beginning of the improvement project. The Public Improvement Project Process and Procedure Guidelines will assist staff in managing public improvement projects in a timely fashion.

ADOPT RESOLUTION 1-04-2006, ACKNOWLEDGING THAT SCOTT COUNTY WILL CONDUCT BOARD OF EQUALIZATION HEARINGS FOR JORDAN PROPERTY TAX PAYERS IN 2006 AND 2007: Because Councilmembers were unable to attend state-mandated Board of Equalization training, Scott County will conduct the Board of Equalization hearings for Jordan in 2006 and 2007. The hearings will take place at the Scott County Government Center and there is no cost to the City of Jordan. Motion Oldenburg second Smith to adopt Resolution 1-04-2006 acknowledging that Scott County will conduct Board of Equalization Hearings for the City of Jordan in 2006 and 2007. Motion approved. Vote all ayes.

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CONSENT AGENDA: Motion Oldenburg second Smith to approve Consent Agenda items

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A. Bills

Motion approved. Vote all ayes.

2006 COUNCIL COMMITTEE REPRESENTATIVE: The Council discussed the 2006 Council Committee Representatives and made a few changes which included having Dale Oldenburg serve on the Planning Commission with Sally Schultz as the alternate and Mike Shaw serve on the Ministerial Group with Ron Jabs as the alternate. Motion Oldenburg second Goebel to approve the 2006 Council Committee Representative as amended. Motion approved. Vote all ayes.

MAYOR COMMENTS: Mayor Jabs commented on the following items: the SCALE meeting he attended and the discussions regarding state mandates, eminent domain, openings on the Park, EDA, and Planning Commission and the process on filling those vacancies, the January 12<sup>th</sup> Marketing class, and the January 27<sup>th</sup> Chamber Coffee Hour honoring Administrator Waite Smith. Mayor Jabs thanked Linda for all her guidance and appreciated everything she's done for the City.

COUNCIL COMMENTS: Councilmember Smith thanked Curt Kochlin for all his year's of service on the Planning Commission.

ADJOURNMENT: Motion Oldenburg second Goebel to adjourn the meeting. The meeting adjourned at 7:50 p.m. Motion approved. Vote all ayes.

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Ronald H. Jabs, Mayor

ATTEST:

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Linda Waite Smith, City Administrator