

September, 2009 Ashby City Council Meeting

The Ashby City Council met in regular session on Thursday, September 10, 2009 at Ashby City Hall. Mayor Grover called the meeting to order at 5:30 p.m. with council members Lynn Jensen, Carl Ulrich, George Jordan and Ronnie Jaenisch present. Also present were Val Martin, Clerk/Treasurer; Richard Walton, City Attorney, Alan Cassavant, Public Works Superintendent, Dennis and Judy Helle and Thor Tollefson, Chief of Police.

The pledge of Allegiance was recited.

Ulrich moved to approve the agenda with additions. Jordan seconded. MCU

Consent Agenda

Consent Agenda

Jensen moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid: \$11,387.07 and Claims for Approval: \$27,976.03 for a total of \$39,363.10. Grover went through the bills prior to council and gave pre-approval.

Ulrich seconded. MCU

There were no outstanding utility bills scheduled to be disconnected tomorrow.

Outstanding Utility Bills

Open Forum

There were no residents in attendance at the Open Forum.

Open Forum

Mayor's Report

The mayor attended the following:

- Meeting with Martin and prospective business owners.
- Met with Fire Chiefs – interviewing new candidates for Fire Department.
- Regional Mayor's Meeting in Deer Creek.

Mayor's Report

Administration

There was a discussion on the assisted living and what was happening. We have not heard anything at this point. Martin informed the council that, after a discussion with the City's financial advisor, the TIF rebate still applies whether the building is occupied or not.

Assisted Living

The drug store was discussed. There may be some interest from another company but more work will need to be done to get to that point.

Drug Store

The Clerk/Treasurer's Report was accepted. The report details work done by the Clerk/Treasurer for the previous month such as:

Clerks Report

- Several items needed for the DOT application for Country View Estates Billboard.
- Insurance items prepared and to Rylander Insurance.
- Work on 2009/2010 budget.
- Special council meeting.
- Census form updates sent out.
- Items to Murphy's Pub for smoking patio.
- Meeting with prospective business owner.
- Discussion with MN Dept. of Health – Wellhead Protection Plan.
- Council packets.
- Monthly bills and reports.
- Utility bills and receiving payments.
- Waiting on customers, all financials including deposits, checks, reports; posting and publishing notices; payroll; minutes; policies, and more.

Public Safety

The Police Report was as follows:

Police Report

- Animal Complaints – 1
- Motor Assist – 3
- Speed – 3
- City Ordinance Violation – 1
- Sick Cared for – 3
- Suspicious Activity – 1
- Burglar Alarms- 1
- Stop Sign-1
- Detox-2
- Person Took Home-1
- Assault 5th Degree-1
- Disorderly Conduct-1
- Parking Complaint-1
- Accidental 911-1

Tollefson informed the council that he would like them to consider a new ordinance that deals with snowmobiles, 4-wheelers, golf carts, etc. The Public Safety Commission will meet prior to the next council meeting and will discuss the proposed ordinance.

ATV/Snowmobile and Golf Cart Ordinance

No Fire Department report was available this month.

Fire Dept. Report

Public Works

Public Works Report – Fall maintenance will soon be starting such as flushing hydrants and sewer mains; cleaning the lift station and running generators; sewer pond sampling and preparation for discharging; getting parks ready such as closing bathrooms and putting away benches and picnic tables; cleaning storm drains and culvert ends; and repairing water meters and readers.

Public Works Report

The Public Works/police storage building was discussed. An architectural report is needed to proceed with the Rural Development application. The cost will be less than \$1500 – 1/3 would come out of water, sewer and general funds. Ulrich moved to proceed with the application which would include hiring an architect to do the report. Martin will get information that is needed for the report and get a couple prices before proceeding. Jaenisch seconded. Jordan abstained due to possible conflict of interest. Motion carried.

Storage Building

Martin informed the council that she has met with Mike Stordtman from MN Rural Water. He is available to help cities with applications for financing projects. He would also be able to help with an Engineering Request for Qualifications. This is needed for the next step in the proposed sewer project. Jensen moved to have Martin with the aid of Mike Stordtman come up with an RFQ to send out and advertise. She will use the format provided by Rural Development and will also have a couple of councilmembers read through it before advertising. Ulrich seconded. Jordan abstained due to a possible conflict of interest. Motion carried.

Wastewater Application

Old Business

Housing Rehab update:

We have received 12 applications from Ashby residents and 11 applications from Wendell residents.

The status of Ashby Households:

- 1 construction job has been awarded.
- 1 construction job is ready to award: this will take place in early September.
- 2 additional homes are ready for inspection.
- 3 households: we are waiting for more information on income and/or property verifications.
- 5 applicants have been found to be over-income, ineligible, or have withdrawn their applications.
- **More Ashby applications are needed.**

Housing Rehab Update

The program administrator, Kathy Sletto, made a request to do an additional job in Wendell. The two jobs that were done were way under the budget and the next job will also be a smaller one. This will not affect the Ashby applications. Jordan moved to approve this request. Jensen seconded. MCU

There will probably be a need to pay contractors between council meetings for this program as most of them don't want to wait a month to get paid. The council has passed a resolution several years back to allow the Clerk/Treasurer to pay some bills as needed between meetings – this would be sufficient but because of the larger dollar amounts, Martin wanted the council to be aware of this need and to get an okay as this is not general operating procedures. Ulrich moved to approve this request. Jordan seconded. MCU

Jordan moved to approve the General Fund budget as presented which includes a wage freeze for 2010. Jensen seconded. MCU

Approve General Fund Budget

Ulrich moved to approve **Resolution 2009-19 Resolution Approving Preliminary Tax Levy**. Jaenisch seconded. Roll call vote – those voting for: Jensen, Jordan, Grover, Jaenisch and Ulrich. Those voting against: none. MCU

Preliminary Levy

The council discussed the possible meeting with property owners of Country View Estates to change the covenants. One of the items that were discussed was the fact that it needs to be "stick-built on premises." Some residents noted concern for this covenant as this would not include poured cement sidewalls. Attorney Walton informed the council that poured side-walls would be considered "stick-built on premises." There was also a discussion on the size of the accessory building which is 600 square feet. Cassavant recommended that they look at the height of the building and possibly put a limit on that. The council felt that this was a decent sized building and property owners could also build an attached triple car garage. It was decided that a meeting with the property owners is not needed at this time but the promotional committee should meet again to come up with some ideas.

Country View Estates

The Otter Tail Power/Country View Estates billboard is on order and should be installed soon. The council suggested that Martin ask Otter Tail Power if they would consider putting a light on the sign.

OTP/CVE Billboard

The League of MN Cities Regional meeting will be held in Parkers Prairie on September 23rd. Martin, Grover and Ulrich will attend.

Regional Mtg.

Jordan moved to approve an LP contract with Ashby Equity for \$1.25/gallon. Jensen seconded. MCU

LP Contract

Jensen moved to approve **Resolution #2009-20 Accepting Donations from the Clausen Family for \$32 for use of the City Park**. Jaenisch seconded. Roll call vote – those voting for: Jensen, Jordan, Grover, Jaenisch and Ulrich. Those voting against: none. MCU

Donations

Adjourn 6:35 p.m.