

Ashby City Council Meeting January 13, 2011

Mayor Grover called the meeting to order at 6:00 p.m. with council members Jim Karl, Jim Rylander, George Jordan and Ron Jaenisch present. Also present was Val Martin-Clerk/Treasurer, Richard Walton, City Attorney; Thor Tollefson, Police Chief and Public Works, Matt Cederberg, Police Officer; and Dennis and Judy Helle. Visitor was Mark Zlotnick.

The pledge of Allegiance was recited.

Jaenisch moved to approve the agenda with additions. Rylander seconded. MCU

Visitors

Mark Zlotnick was present to give an update on Arrow EMS. Everything is ready to go and they are waiting on the state inspection which will be held tomorrow. At this point, they can start training.

**Arrow EMS
Update**

Consent Agenda

Jordan moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid: \$38,808.81 and Claims for Approval: \$117,236.44 for a total of \$156,045.25. Grover went through the bills ahead of time and gave prior approval.

Karl seconded. MCU

**Consent
Agenda**

Rylander moved to keep the council meeting date and time the same. It will be the 2nd Thursday of each month at 6:00 p.m.

Jaenisch moved to approve Richard Walton as City Attorney and Justin Anderson as Assistant City Attorney. Jordan seconded. MCU

**New Year
Designations**

Jaenisch moved to name the First State Bank of Ashby, 4m Funds and Ashby Federal Credit Union as official depositories. Karl seconded. MCU

Jordan moved to name the Ashby-Dalton Post as official newspaper. Karl seconded. MCU

Jordan moved to name www.ashbyminnesota.org as official web-site. Jaenisch seconded. MCU

Commissions

Jaenisch moved to approve the Mayor's commission appointments as follows:

- **Public Works:** Jim Karl & George Jordan
- **Garbage:** Tom Grover & Ronnie Jaenisch
- **Street & Sidewalks:** Jim Rylander & Tom Grover
- **Park Board:** Robert Grover, Tom Grover, Thor Tollefson, Donna Fay Grover, Dennis Helle, Judy Helle, Dave Williams, Joe Hoff & Dwight Walvatne, Chad Van Santen, and Bob Boren
- **Public Safety:** Jim Rylander, Ronnie Jaenisch, Brad Barry & Richard Walton
- **Safety Officer:** Thor Tollefson
- **Emergency Management:** Thor Tollefson & Tom Grover
- **Planning Commission:** Val Martin, Lynn Jensen, Tom Grover, Richard Walton, Thor Tollefson, Scott Kamrath & Mark Koefod
- **Acting Mayor:** George Jordan
- **Police Chief:** Thor Tollefson
- **Clerk/Treasurer:** Val Martin
- **Public Works Supt/Trainee:** Thor Tollefson
- **Budget Committee:** Val Martin, Jim Karl & George Jordan
- **Personnel Committee:** Ronnie Jaenisch & Richard Walton
- **Economic Development:** David Grover, Tom Grover, Trever Schlosser, Randy Catoe, Rudy Fitzsimmons, Richard Walton, Ken Johnson, Trent Froemming & Val Martin
- **Arts Commission:** Val Martin, Helen Etnier, Carol Ulrich, Camille Schultz, Meghan Roley, Mariah Nelson and Marcia Koefod

Rylander seconded. MCU

Mayor's Report

The mayor reported on the following:

- Attended Regional Mayor's Meeting in Ashby

**Mayor's
Report**

Council Reports

None

Administration

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

- Safety meeting in Fergus Falls.
- Items needed for MnDOT grant.
- Census Bureau Boundary report.
- Several items related to TFC pretreatment agreement.
- Budgets posted in accounting program.
- Arts commission meeting and submission of grant application.
- Ashby Education Foundation grant application.

Clerk's Report

- Several items related to year-end and new year payroll.
- Final levy to county auditor.
- 2011 business licenses prepared and distributed.
- Met with new council members to go over general information.
- Central Lakes Trail financials and meeting.

Waiting on customers, all financials including deposits, checks, reports; posting and publishing notices; payroll; minutes; policies, compiling and delivering agenda packets to council members and more.

Public Safety

Police Report:

The Police Report was as follows:

- Speed – 1
- Open Door – 3
- Animal Complaints – 1
- Found Property – 1
- Unsafe Equipment – 1
- Welfare Check – 1
- Attempted Suicide – 1
- Medical Assist – 3
- Alarm – 1
- Damage to Property – 1

The new squad car has arrived and is currently in service. As noted, the squad was purchased with a grant and loan from USDA Rural Development. More of this information will be submitted to the paper.

The siren is still in for repairs. The company working on it said that it will be here next week and finish repairs.

Fire Protection Contract signing with the townships is set for Wednesday, February 9th.

Rylander moved to approve officers for the fire department as follows: Jim Risbrudt as Fire Chief, Mark Zlotnick as 1st Assistant Fire Chief and Matt Jensen as 2nd Assistant Fire Chief. Karl seconded. MCU

Public Works

Public Works Report

- The ice skating has been closed because the pond has flooded a couple of time and with all of the snow it is getting harder to clean off with my (Tollefson) 4-wheeler. Tollefson suggested the council think about a rink in the grass just south of the horseshoe pits. It may be a better way to go. It will be discussed again later.
- Snow removal is still going fine. Ness backhoe came in with a dozer to push the pile behind the drug store so there is more room to pile the snow.

The council discussed the mower bids presented by Tollefson. The mower is scheduled to be replaced this year and Tollefson would like to get a smaller mower and add a broom and snow blower. With trade-in this is well under the amount already set aside. The council discussed whether to go ahead with the purchase, wait on the purchase or possibly bidding out the work. They decided to table the purchase and would like some bids on snow removal and mowing along with the city's actual cost to do this work.

Karl moved to approve changes to **Ordinance 51 – Sewer Regulations** as follows:

DEFINITIONS:

NORMAL DOMESTIC STRENGTH WASTE. Wastewater that is primarily introduced by residential users with a BOD₅ concentration ~~not greater than 287 mg/l~~ and a suspended solids (TSS) concentration ~~not greater than 287 mg/l, not greater than listed on the City's MPCA NPDES Permit.~~

Jordan seconded. MCU

We are still waiting to hear on funding for the waste water application. It may be March or after before we hear anything.

The public works commission will be working with TFC Poultry on their pretreatment plans. A meeting is scheduled for January 19th.

Tollefson and Martin updated the council on the Wellhead Protection Plan. We are ahead of schedule and the final plan will need to be done this fall.

The minimum requirements for connecting to city water was tabled.

Jordan moved to approve the Sewer Maintenance Policy with amendment and the Sewer Emergency Response Plan as presented. Rylander seconded. MCU

Old Business

Martin gave an update on the Arts Commission. The grant application has been submitted. The maximum Legacy Arts grant is \$10,000 and the commission's plan for the three projects went over budget. A smaller grant application was submitted to the Ashby Education Foundation for the balance needed.

Police Report

Squad

Siren

Township Contracts

Fire Dept. Officers

Public Works Report

Mower Purchase

Sewer Ordinance Change

Wastewater App

TFC

Wellhead Prot.

Sewer Maintenance and Emergency Response Policies

Arts Commission

The council discussed the Ashby Community Growth Fund. This committee has not been active in a few years and the fund is too low to maintain it at West Central Initiative. Martin contacted the committee members and heard back from a couple on possible uses for the funds. They were asked if the committee should continue or move the fund either to the Ashby Education Foundation or for use on a project such as the Ashby sign which is part of the MnDOT Roadside Beautification grant but is not paid by the grant. One committee member thought it should be used for the sign and the other member thought it should go to the Ashby Education Foundation. One council member suggested that the funds be used for a new ice skating rink. After further discussion, it was decided to request it be moved to a park and recreation fund at the City. Grover made motion to transfer the money for the Ashby Community Growth Fund to a park and recreation project fund. Karl seconded. MCU

**Community
Growth Fund**

New Business

Rylander moved to approve the 2011 Pay Equity Report as presented. Jordan seconded. MCU

Pay Equity

Jaenisch moved to approve the following for the Grant County Radio Users Committee: Police Dept.-Thor Tollefson and alternate-Matt Cederberg, City – Val Martin and alternate-Tom Grover. Other departments will be updated later.

Radio Users

Jordan moved to approve Jim Karl and Richard Walton to sign checks and remove Carl Ulrich and Lynn Jensen. Rylander seconded. MCU

Check Signers

Martin discussed a delinquent account. A payment schedule was set up and not followed through. This has happened numerous times with this utility customer. The council decided that Martin has made every effort to work with this resident and requested a letter be sent to them stating that they must bring their account current in 30 days or be shut off. Cederberg will deliver the letter. They will have the opportunity to discuss their situation with the council at the next council meeting if they so choose.

**Delinquent
Account**

Adjourn 7:30 p.m.

Valerie Martin, Clerk/Treasurer