

October, 2009 Ashby City Council Meeting

The Ashby City Council met in regular session on Thursday, October 8, 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, and Dennis and Judy Helle.

The pledge of Allegiance was recited.

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

Consent Agenda

Jaenisch moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid: \$27,019.53 and Claims for Approval: \$33,166.43 for a total of \$60,185.96. Jaenisch 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.

Open Forum

There were no residents in attendance at the Open Forum.

Mayor's Report

The mayor attended the following:

- Regional Mayor's Meeting in Parkers Prairie.
- Planning Commission Meeting.
- Reviewed time cards.

Grover suggested that Martin, along with Tollefson or Linder attend a workshop on October 29th in Alexandria regarding data practices for police departments. Jensen made a motion to approve this. Jordan seconded. MCU

Administration

The council was given minutes from a Planning Commission meeting held on October 7th. The Commission approved the metal material for use as a dog kennel for the residents at 118 Iverson. As stated in the Zoning Ordinance – fences constructed of metal or any other material will be considered by the Planning Commission.

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

- Meeting with TFC Poultry regarding high user rates.
- Meeting with rep from DEED regarding assistance available for prospective business.
- Meeting Mike Strodman, Rural Water regarding funding for sewer project.
- Discussion on TIF and assisted living with financial advisor.
- Research on drug store building.
- Prepare RFQ for engineering – sent to Mike Strodman, Rural Water and Jeff Scholten, USDA Rural Development for comments.
- Attended MCFOA Board meeting in St. Cloud.
- Transfer investments funds for higher rate.
- Mailed and posted Police and Planning Commission meetings.
- Attended LMC Regional Meeting.
- Prepared application for MN Certified Municipal Clerk Application.
- FEMA mitigation grant.
- Prepared and print newsletter.
- Police Commission meeting.
- 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.

The council looked at a proposal submitted by Security Services for the installation of a security system in the Clerk's Office. Ulrich moved to accept the bid and install the system. Jensen seconded. MCU

A letter was received from Utility Services, after they were sent a letter from the City to cancel the wireless agreement. The letter states that the City does not have the option to cancel and we are locked in for 10 years unless the City can prove that Utility Services has violated the terms of the agreement. A letter will be drafted requesting information from Utility Services on what they have done to market the water tower and other items listed in the contract. It should be noted that this contract does not cost the City anything unless they bring in a company to install an antenna on the water tower.

Jensen moved to appoint Justin Anderson as Assistant City Attorney. Jordan seconded. MCU

Public Safety

Police Report:

The Police Report was as follows:

Consent Agenda

Outstanding Utility Bills

Open Forum

Mayor's Report

Planning Commission

Clerk's Report

Approve Security System

Wireless Agreement – Utility Services

Justin Anderson- Asst. City Attny.

- Motor Assist – 4
- Speed – 3
- Property Checks – 4
- Sick Cared For – 1
- Suspicious Activity – 1
- Juvenile Runaway – 1

Police Report

Ulrich and Jaenisch reported on the Police Commission. The ordinance regulating golf carts will be put on hold – more information is needed. Liquor license renewals will go out this week. More attention is needed in regards to the City Ordinance. Establishment will be notified with their renewal packets that all taxes, assessments, fees, and utility bills related to the City must be current. It will also remind them that servers need to have training. Some options for 2010 Appreciation Days were also outlined regarding liquor licensed establishments. Some changes to the liquor ordinance were discussed. These changes will be presented to the council at the November council meeting. Licensed establishments will be notified of proposed changes. Tollefson has recently done several repairs to the squad. It should be noted that he has the ability to make the repairs and is also saving money on labor costs.

**Police Commission
– Liquor Licenses
& Ordinance**

Fire Department Report:

- 19 Ambulance calls – 4 in the City of Ashby
- 4 Fire calls – 0 in the City of Ashby

Fire Dept. Report

Public Works

Public Works Report

There have been some issues with the lift station control panel. It is now fixed. The secondary ponds are being discharged. Another one will have to be done to make sure that is enough storage for winter. The hydrants are now being flushed and should be done in the next couple of days. Dan Ness's loader will be parked at the shop in preparation of snow removal. Mowing with the big mower is done and it will be stored. The parks will be mowed as leaves fall so the leaves will be chopped at the same time. Cassavant has requested a maintenance contract price for the lift station from Electric Pump as they also can work on the control panel.

**Public Works
Report**

More details are still being worked out in preparation of the application for a storage facility.

Storage Facility

The engineering RFQ has been sent out and published and is due back on the 15th. Jordan moved to approve the interview committee of Tom Grover, Val Martin, Alan Cassavant, Peter Hoff and Lynn Jensen. Ulrich seconded. MCU Martin and Cassavant will come up with a point system and questions for the interview process.

Engineering RFQ

Martin has been working on the mitigation grant application with FEMA for the replacement of the lift station pumps and storm sewer upgrades.

FEMA Mitigation

Old Business

Housing Rehab Grant Update:

We have received 17 applications from Ashby residents and 11 applications from Wendell residents.

The status of the applicant households:

Ashby Households:

- 1 job has been completed
- 1 construction job has been awarded.
- 3 additional homes have been inspected and are out for bids or will be out for bids shortly.
- 7 households: we are waiting for complete applications, or more information on income and/or property verifications.
- 5 applicants have been found to be over-income, ineligible, or have withdrawn their applications

Wendell Households:

- 1 job has been completed
- 2 construction jobs have been awarded.
- 1 job is out for bids.
- 1 additional home will be inspected.
- 6 additional households are on the waiting list

Maximum grant money per job is \$22,000. The first few Wendell jobs had a low average cost. Our funding source and the City of Ashby agreed that a fifth home may be repaired in Wendell. This should not decrease the number of homes to be repaired in Ashby. I have received many phone calls requesting information and applications from Ashby residents. Hopefully we will come up with more eligible households in Ashby. Thanks for your help in encouraging people to apply.

**Housing Rehab
Update**

It appears that Mill Street/Lake Region Healthcare will be entering into a lease agreement with Ashby Holdings for the assisted living. An opening date has not been established.

Assisted Living

Options for a drug store are still being pursued.

Drug Store

Reminder to council members that West Central Initiative is holding a meeting on October 29th at 7:00 a.m. – Ruby's City Restaurant to discuss issues impacting the Ashby area and brief updates of WCI's programs.

WCI Meeting

Adjourn 6:15 p.m.

Valerie Martin, Clerk/Treasurer