

Ashby City Council Meeting – August 11, 2011

Mayor Grover called the meeting to order at 6:00 p.m. with council members George Jordan, Jim Karl, and Ronnie Jaenisch present. Absent was Jim Rylander. Also present was Val Martin-Clerk/Treasurer, Richard Walton, City Attorney; Matt Cederberg, Police Officer, and Dennis and Judy Helle. Visitors were Trent Froemming from TFC Poultry and Tom McSparron from West Central Initiative Fund.

The pledge of Allegiance was recited.

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

Visitors

Tom McSparron from West Central Initiative gave an update and wanted to thank the council for their support throughout the last several years.

Trent Froemming gave an update on the changes to their facility. Everything is on track for the remodeling. They have been doing some "spot testing" in different areas to see where their highest levels of BOD are coming from.

Consent Agenda

Jordan moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
 - Approval of bills: Prepaid Bills: \$36,624.96, Claims for Approval: \$43,852.48 and Additional Claims for Approval: \$2,475.76 for a total of \$82,953.20 Jordan went through the bills and the bank statement ahead of time and gave prior approval.
- Jaenisch seconded. MCU

Mayor's Report

Regional Mayor's Meeting in Frazee with Legislators

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:

- Researched information on pretreatment policies from other cities, along with gathering information from WSN and MN Rural Water.
- Volunteered time for Appreciation Days Activities – specifically talent show and mural dedication.
- Meeting regarding preparation of grant application for Grant County Communities.
- MCFOA Regional meeting and training in Alexandria.
- Prepared and submitted grant application to WCIF for Grant County Communities.
- Sewer Project – easements.
- Debt service schedule.
- TIF reporting reviewed and submitted – sent publication to paper.
- Background information for commercial property listing.
- Gathered information on interim financing for sewer project.
- Revision of equipment replacement plan.
- Meeting with MDH – Wellhead Protection Plan.
- Gathered information on sewer bypass costs.
- 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 – 12
- Dog Running at Large – 1
- Welfare check – 1
- Motorist Assist – 6
- Assist Other Agency – 1
- Domestic Assault – Strangulation Bodily Harm – 1
- Unsafe Equipment – 5
- Domestic Assault – 1
- Seat Belt Violation – 2
- Open Doors – 3
- City Ordinance Violation – 2
- Property Check Requests – 1
- Property Checks – 3

**Tom McSparron,
WCIF**

**TFC Poultry
Update**

Consent Agenda

Mayor's Report

Council

Clerk's Report

Police Report

- Improper Signal – 1
- No Proof of Insurance -1
- Person Taken Home – 1
- Sick Cared for – 1
- Liquor Underage Consumption – 1
- Suspicious Activity – 1
- Traffic Direction Escort - 2

The council asked why the squad car is seen in Elbow Lake at times. Cederberg told the council that they need to deliver report and tickets; at times conduct interviews, hold traffic diversion classes, etc.

Squad in Elbow Lake

Fire Department Report:

Ambulance Calls: 22 – 2 in City
Fire Calls: 3 Calls – 0 in Town

Fire Dept. Report

Arrow EMS Report:

Arrow EMS will be doing an initial EMT basic course in Ashby starting the third week in December. There a few individuals in Ashby that are interested and have also indicated that they are interested in joining the Ashby Fire/Ambulance Service. Arrow EMS will be doing a Fire Responder refresher in Evansville. Chad will be meeting with the other instructors in order to help them get more acclimated to the classes that Arrow EMS will be instructing. Chad will continue to work with the Ambulance Advisory committee and will have the committee attend council meetings when necessary.

Arrow EMS

Public Works

Public Works Report

Grover and Helle reported that things are going on schedule with public works. The council will discuss a possible lawn mower purchase, included snow removal attachments. A lease program will also be explored. Jaenisch will the staff on looking at different mowers available. Staff will ask business owners if they have interest in using City services for snow removal, if a broom is purchased.

Public Works

Lawn Mower

Karl and Jordan reported on the Public Works Commission. The committee met to discuss the due date for utility bills. Rather than changing the due date on the bills, the council agreed to have a 10 day grace period before the late fees are assessed.

Utility Bill Due Date

A homeowner has complained of a strong chlorine smell. Grover suggested that the line be flushed; this seems to take care of the issue most of the time. If this issue would come up again, residents are asked to call city hall right when they notice the problem and public works can investigate.

Chlorine Smell

Old Business

Martin reported that the grant application for the Grant County Economic Development group was submitted and approved. The money has already been received and she also noted that a portion of the grant will go to the City of Ashby for administration. The grant will pay for a facilitator to work with the communities in Grant County to come up with goals that will help promote the county in the future.

Grant County EDA

Three councilmembers have been registered for the Board of Appeals training on September 24th in Long Prairie. Jaenisch will also be able to attend and Martin will see if there is still room.

Board of Appeals Training

Martin informed the council that WSN did not charge for the time that the grant writer put into the BDPI grant for TFC Poultry.

WSN/BDPI Grant Writing Fees

Martin updated the council on the Wellhead Protection Plan. We are still waiting on MN Dept. of Health to get their portion completed.

Wellhead Protection Plan

New Business

The budget committee reported on their meeting held yesterday. We are on target to be under budget for the General Fund in 2011, even with the state cuts. The committee discussed the debt service schedule for 2012 and beyond. Debt service will go up for Country View Estates by several thousand dollars. Martin discussed options with Ehlers, our financial advisor – these options were presented to the committee: raise the levy to cover the additional amount needed (would amount to about 27%); do a one-time transfer from water and sewer funds to cover the amount needed or refinance the water system bonds. With the refinancing, we can set up the bonds to pay interest only for 5 years, reducing the payment to cover the amount needed for the other debt service schedules. Once we get beyond the 5 years, other bonds will be paid off. The council and committee did not want to raise the levy to cover this and felt the refinancing was the best option for the residents. The committee also discussed options for interim financing for the sewer project. Proposals were received from Ehlers and MN Rural Water. The committee recommends going with Ehlers. The cost is close and we have been working with them for many years and have been very satisfied. The committee also went over suggested changes to the Capital Improvement Plan.

Budget Committee

Jaenisch moved to continue working with Ehlers as our financial advisor, specifically on the interim financing for the sewer project and refinancing the water bonds. Karl seconded. MCU

Approve Ehlers as Financial Advisor

Jordan moved to approve **Resolution 2011-15 Resolution Providing the Sale of \$690,000 General Obligation Refunding Bonds, Series, 2011B.** Jaenisch seconded. Roll call vote – those voting for: Karl, Jordan, Jaenisch, and Grover. Those voting against: none. Rylander was absent. MCU

**Water Bond
Refinancing**

Jaenisch moved to approve **Resolution 2011-13 Resolution Providing for the Sale of \$1,010,000 General Obligation Temporary Sewer Revenue Bonds, Series 2011 A.** Karl seconded. Roll call vote – those voting for: Karl, Jordan, Jaenisch, and Grover. Those voting against: none. Rylander was absent. MCU

**Interim Financing
for Sewer**

Jaenisch moved to approve **Resolution 2011-14 Resolution Authorizing the City to Enter into a Credit Enhancement Program Agreement with the MN Public Facilities Authority.** Karl seconded. Roll call vote – those voting for: Karl, Jordan, Jaenisch, and Grover. Those voting against: none. Rylander was absent. MCU

**Credit
Enhancement
Program**

Jordan moved to donate \$500 to Ashby Summer Rec Program. Jaenisch seconded. MCU

Summer Rec

There will be a meeting on the garbage contract renewal next Monday. Grover, Martin and Jaenisch will attend.

Garbage Contract

The equipment replacement plan was tabled. The council requested that the budget committee meet with Tollefson to review the plan.

**Equipment
Replacement**

Second quarter financials were distributed.

Financials

Karl moved to approve **Resolutions 2011-12 Fund Transfer for Fire Protection.** Jaenisch seconded. Roll call vote – those voting for: Karl, Jordan, Jaenisch, and Grover. Those voting against: none. Rylander was absent. MCU

**Fire Protection
Transfer**

Grover and Karl will be on a committee with Milo Fisher and Robbie Risbrudt from the Fire Department to look at options for roof replacement on the fire hall building.

**Roof Replacement
- Firehall**

Jordan moved to adjourn. Jaenisch seconded. MCU

Adjourn 7:25 p.m.

Valerie Martin, Clerk/Treasurer