

Ashby City Council Meeting – October 13, 2011

Mayor Grover called the meeting to order at 6:00 p.m. with council members George Jordan, Jim Karl, Jim Rylander and Ronnie Jaenisch present. Also present was Val Martin-Clerk/Treasurer, Richard Walton, City Attorney; Thor Tollefson, Public Works and Police Chief and Dennis and Judy Helle. Visitors were Trent Froemming from TFC Poultry, Mark Koefod, and Jeff Kuhn from WSN.

The pledge of Allegiance was recited.

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

Visitors

Jeff Kuhn from WSN was present to discuss the sewer project. The 50% design plan is almost complete and will be submitted to Rural Development in the next week or two. Comments will come back from them after their review and a final set will be completed in December or January. The final plans should be ready for the bid process in January or February and we will probably call for bids in February or March with construction starting in April or May.

The project is the same as the preliminary plan with some minor changes. We are still working with the County Engineer on the changes to County Road 4 (reconstruction). The county will take on this cost which will include sidewalks and curb and gutter. Intersections will be ADA compliant after completion. The crosswalk on County Road 4 by the school will have some enhancements. Site improvement (reduction on slope of hill coming in from the west) may not be feasible due to issues with residents' driveways.

Now would be the time to consider extending sewer on County Road 4 outside of the City limits. It would be the City's cost. All but two of the accounts have water and sewer.

The payback options for the project were discussed. This could be a choice of user rates, assessments, tax levies or a combination of any of these. More information will be available in January or February with the council planning an informational meeting and possibly a survey at that time.

Several residents have asked about replacing their personal service. The council discussed options for doing this. It could be done using local contractors or bidding out the project. It was decided that some control would be needed. More discussion will follow at a later date. Assessments could be an option for those interested. More information will need to be gathered in order for this to happen.

Full street restoration was discussed. Rural Development will only fund a certain part of the street restoration. The council will have information to present to adjacent property owners for full street restoration at the later date.

Martin has received another e-mail regarding the FEMA application with more work to be done which includes some engineering time. FEMA indicated that it would be a benefit to the City to continue with the application as it still meets their benefit cost ratio. This is the 2008 application for storm water and replacement of lift station pumps. Martin and Kuhn will get more information from FEMA and council gave the go ahead if they still see that it is worth the effort after questions are answered. Engineering costs should not be more than \$1000 according to Kuhn.

The council gave approval for Martin, with the help of Jordan, to look for possible grant funds for the senior center and the firehall for heating and weatherization.

TFC has finished their remodeling and have started using the new system. They will also be adding a small addition on the back to keep everything indoors and contained.

Consent Agenda

Jaenisch moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
 - Approval of bills: Prepaid Bills: \$53,945.05, Claims for Approval: \$26,787.79 and Additional Claims for Approval: \$27,576.56 for a total of \$108,309.40. Rylander went through the bills and the bank statement ahead of time and gave prior approval.
- Karl seconded. MCU

Mayor's Report

Regional Mayor's Meeting
League of MN Cities Regional Meeting in Henning

Council Reports

Jordan, along with Martin reported on the Grant County Community Group. They met with the facilitator for the first time on October 12th in Ashby. It was very positive with some great ideas coming out of it. If the council has ideas to bring back to the group let Jordan, Martin or Trent Froemming know.

Administration

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

- Started working on a clerk's desk reference.
- Prepared and sent to council information on the homestead credit exclusion.

- Prepared items for MN Dept. of Health Wellhead Protection plan and mailed to department.
- Spreadsheet for donations/special revenue funds.
- Attended LMC Regional meeting in Henning.
- Spreadsheet for fines – wastewater pretreatment agreement.
- Research on changes to liquor ordinance – patio.
- Preliminary levy submitted.
- Sent notifications and registration for grant county group to participants.
- Changes to budget and equipment replacement plan.
- Standards and Poors conference call for bond rating.
- MCFOA Board meeting in St. Cloud.
- Liquor renewal hand-delivered.
- and engineer.
- Meeting with engineer & Tollefson – specifics for wastewater project.
- Special council meeting for bond sale.
- Prepared several items for the bond sale – mailed to Ehlers.
- Discussed additional changes and repairs that may be needed with Tollefson and Grover – sent e-mail to council.
- Research investment opportunities for bond proceeds.
- 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 – 6
 - Of the 6 speeding violations – 4 were ticketed and offered the driving class. Two were warnings.
- Barking Dogs – 2
- Motorist Assist – 10
- Unsafe Equipment – 1
- Alarms – 2
- Dogs Running at Large – 1
- Driving Complaints – 1
- Civil Matter – 1
- Parking Complaints – 2
- Motor Vehicle Accident – 2
- Disturbing the Peace/Public Nuisance – 1

Fire Department Report:

Ambulance Calls: 16 - 0 in City

Fire Calls: 3 – 2 Accidents and 1 Mutual Aid Fire with Dalton

Arrow EMS Report:

The instructors have met to discuss the winter teaching schedule. So far there is an initial EMT and First Responder Refresher course. Inquiries are still coming in from other departments and organizations. Dr. Gutzmer, the medical director for Arrow EMS and Ashby Ambulance, attended the Arrowhead Medical Conference in Alexandria. Advertising still continues for the programs available throughout the area along with the development of a new brochure. Todd Smith will soon be certified to instruct CPR. Arrow EMS is available to train the council on the new defibrillator in the firehall.

Public Works

- Tollefson has passed his wastewater test and as soon as all paperwork is completed, will be licensed.
- The new mower, blower and sweeper are in and work great.
- The bucket has been repaired for the tractor. Alex Power went through the tractor and all checked out fine.
- We have been having some issues with the transmission on the F450. It is in a transmission shop in Alexandria and they will discuss options after they have gone over it. The council discussed the possibility of repairing rust, etc. on the truck. This will be looked at in the spring.
- Pond discharge has been started and dike repairs will soon be done.
- The main lift station is in good working condition.
- Tollefson continues to do weekly water samples at city hall and city shop. Hydrant flushing has started and repair to damaged valve boxes is being done as needed.

Karl discussed questions from residents on the amount of mowing being done. The council requested that public works start putting together weekly goals for employees to try and be more efficient. The department is doing a good job but should reduce staff time in the future.

The council discussed the possible fees for snow removal in the downtown business area. Many items need to be ironed out before this can be presented to the businesses. The public works commission will meet prior to the next council meeting.

Jaenisch and Tollefson will meet with county personnel next week to discuss some ideas on working together on snow removal.

Karl moved to purchase and post signs on a portion of Melby for snow removal. This is only in the business area. Jaenisch seconded. MCU

The no parking signs on South Birch will be put up shortly.

Old Business

Retroreflectivity sign regulations have changed including the deadline. The deadline has been eliminated but there will be a need for some sort of policy on replacement in the future.

The council discussed adding a line item in the General Fund for Economic Development. Rather than putting it in the budget, a letter of commitment will be drafted to the Ashby EDA stating that the council will consider ideas as they come forth and consider their job important to the City.

The West Central Initiative breakfast is scheduled for October 19th for those wanting to attend.

The council received an update on past-due utilities. The commercial account that was due with the remaining balance due on October 15th will have until the end of the business day, October 17th as the 15th is on a Saturday. If payment has not been received on that Monday, service will be discontinued Tuesday morning. A residential customer will also be disconnected at that time, if payment has not been received.

The firehall roof is now complete with the exception of some additional snow guard on the south side.

The nursing home building was discussed. Martin has checked several sources for grants with no luck.

The Wellhead Protection Plan Update is on schedule with a public hearing at the November council meeting.

The council discussed those accounts that are disconnected on a temporary basis and if they should be prorated. This was put on the agenda by the request of a customer that recently was disconnected for the winter. The council stands on the decision made in November of 2010 to charge a full user rate during the disconnected month plus actual usage. The public works commission will meet to put together a formal policy on some of these types of decisions.

Jaensich moved to purchase a computer from R & B Computer for \$1103.94 for the Deputy Clerk. Rylander seconded. MCU There may be a small amount for software upgrades on top of the computer cost.

New Business

There is a position open on the Lakes Country Service Coop Board if any of the council is interested in running.

There was a request from Ruby's City Restaurant to put a sign on the City's property adjacent to the Central Lakes Trail advertising the restaurant. The council approved the placement of the sign with the following conditions:

- Reflectors are attached on both sides of the sign.
- It cannot be permanently affixed in the ground.
- The City is not responsible for damages to the sign.

Third quarter financials were distributed.

Adjourn 8:05 p.m.

Valerie Martin, Clerk/Treasurer