

## **Ashby City Council Meeting – November 10, 2011 and Public Hearing on Wellhead Protection Plan Update**

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, Thor Tollefson, Public Works and Police Chief; Matt Cederberg, Police Officer; and Judy Helle. Visitors were George Minerich from MN Dept. of Health; Ed Evenson; Trent Froemming from TFC Poultry, Jeff Kuhn from WSN.

The pledge of Allegiance was recited.

Mayor Grover called the Public Hearing open. George Minerich explained the update to the Wellhead Protection Plan and handed out materials. A few questions were asked about the area covered and why it has changed. Scoping II meeting will happen with the next month.

The Hearing was closed.

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

### **Visitors**

Jeff Kuhn from WSN was present to discuss the sewer project. The first item discussed was the changes to County Road 4. A plan was presented including changes to the width of the street, enhanced crosswalks with bump-outs, sidewalk and curb and gutter. The county is paying for this improvement. Kuhn suggested the sidewalks move into the right of way rather than on personal property. The council was concerned about snow becoming an issue if the boulevard width becomes smaller. Easements will need to be obtained in order to keep the sidewalks where they are at. Council suggested the cost for recording the easements could be paid or assessed to the property owner. Martin will check on whether this is legal.

Street reconstruction was discussed and how to proceed. There are a few property owners that are interested in this. It was decided that a general informational meeting needs to be held on this issue along with the discussion of some payback options for the sewer project. This will be held at 5:30 on December 8<sup>th</sup>.

Drainage issues on Norge and a larger sanitary sewer line behind TFC were also discussed. No action was taken.

TFC has started their addition and it should be done within the next month. Testing continues and a follow-up meeting regarding their pretreatment agreement will need to take place before the end of the month. Tollefson has been doing some of the baseline sampling for the City.

### **Consent Agenda**

Karl moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid Bills: \$1,623,913.45, Claims for Approval: \$26,705.34 and Additional Claims for Approval: \$3,533.79 for a total of \$1,654,252.58. Grover went through the bills and the bank statement ahead of time and gave prior approval.

Jordan seconded. MCU

### **Mayor's Report**

Regional Mayor's Meeting

Monthly Staff Meeting – These will be held the afternoon prior to council meeting.

### **Council Reports**

Jaenisch reported that he has discussed working with Grant County on the snow plowing with the equipment operator and he is willing to work with conjunction with City workers on timing the snow removal to make it more efficient. T

### **Administration**

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

- Prepared items and attend the group facilitation for GrOw Grant County.
- Prepared Central Lakes Trail financials and attended meeting.
- Bond sales – prepared paperwork for investments; sent off closing documents; transfer funds, etc.
- Arts Commissions – grant final report/attended commission meeting.
- Additional updates to Clerks Reference book.
- Garbage price survey to Grant County.
- Government census survey.
- MCFOA Regional meeting in Eden Valley.
- Economic Development meeting.
- Assessments sent to Grant County auditor.
- Prepared spreadsheet for possible charges for snow removal – Main Street business area.
- Prepared proposed utility billing policy.
- Public works commission 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 – 3 warnings
- Dog running at large – 1
- Motorist assist – 3
- Assist other agency – 1
- Unsafe Equipment – 4 warnings
- Open doors – 3
- Property check requests – 1
- Improper lane usage – 1 warning
- No proof of insurance – 1
- Expired license plate – 1
- Education/crime prevention – 1
- Possession of small amount marijuana – 1
- School bus stop violation – 1
- Stop sign violation – 3 warnings
- Tobacco compliance check – 1
- Disturb the peace/public nuisance – 1

### **Fire Department Report:**

Ambulance Calls: 11 - 2 in City

Fire Calls: 1 – 0 in city

### **Arrow EMS Report:**

Arrow EMS looks forward to a training session with Ashby City Council on the use of the newly acquired defibrillator. A moulage drill will be conducted for the Herman Fire Department later this month. A seed sales business from Herman is requesting a CPR/First Aid class for December. The committee is working this month to gear up for the upcoming EMT course. An informational meeting will take place prior to training so students are fully aware of the expectations.

## **Public Works**

- Things are ready for winter – plow and blade is on equipment; bathrooms are winterized; hydrants flushed.
- Ponds are now being discharged and will be done one more time. A few issues with muskrats at the ponds.
- Tollefson will be checking with Titan Machine of a program that allows use of a tractor up to 200 hours with no charge.
- Tollefson will check on extended warranty for mower.
- A spot for the skating rink will be staked out in Memorial Park.

The assessment policy was reviewed and tabled until next month.

Jaenisch moved to approve the contract and price of 30 cents/square foot per season for snow removal with broom and blower for downtown Main Street businesses. Jordan seconded. MCU

League of MN Cities Loss Control recommendations were reviewed and the council agreed on the following:

- Wheels will be installed on portable pumps.
- The City will look at purchasing an electric winch for removal of lift station pumps. Other resources are also available from area businesses.
- Extension to deep water valves will not be cost effective.
- A utility trailer will not be purchased – options are available from area businesses.

The water tower needs to have a scheduled cleaning with some possible repairs. Jaenisch moved to do the cleaning and possible repairs as presented. Jordan seconded. MCU

The Utility Billing Policy was tabled until next ~~week~~ month.

The council will discuss a change to the Water Ordinance relating to water disconnection and public health issues.

Jaenisch made a motion to sell the Troy-Bilt snow blower on sealed bids with a minimum of \$500 with bid opening at the next council meeting. Karl seconded. MCU

## **Old Business**

A goal-planning session, tabled from last year was discussed. It may be a good time to discuss a Comprehensive Plan. Martin will check with the League of MN Cities for possible college interns.

The delinquent accounts have been paid or arrangements have been made for payment.

The Deputy Clerk has received her new computer. The old one can be cleaned for \$65. Martin will contact Ron Wach to do this and the computer will be kept in the Council room for use by staff or council members.

**New Business**

Jordan moved to approve **Resolution 2011-19 Resolution Certifying Delinquent Utilities to Property Taxes.** Jaensch seconded. Roll Call Vote: Those voting for: Jordan, Rylander, Jaensch, Grover and Karl. Those voting against: none. MCU

Karl moved to hire Carlson-Highland for the 2011 Audit. Jaensch seconded. MCU

Jaensch moved to waive the water hook-up fee for the school as requested. They will be leasing land for a school garden and high tunnel structure and will need water service. Jordan seconded. MCU

Karl moved to have the Holiday Party on January 28<sup>th</sup> at the Ashby Legion. Each person will pay their own way and we will do the white elephant gifts and auction for the Food Shelf as we did last year. Jordan seconded. MCU

Karl moved to approve **Resolution 2011-20 Donations – Lake Region Electric-\$1000 and Otto Bremer Foundation-\$8800 for Fire Department Equipment and Excel Plastics - \$500 for the Ashby Sign which is part of the MnDOT Roadside Beautification Project.** Rylander seconded. Roll Call Vote: Those voting for: Jordan, Rylander, Jaensch, Grover and Karl. Those voting against: none. MCU

Adjourn 8:55 p.m.

\_\_\_\_\_ Valerie Martin, Clerk/Treasurer