

Ashby City Council Meeting – December 8, 2011 and Public Information Meeting on Sewer Project Pay-back Options and Possible Street Reconstruction

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; Richard Walton, City Attorney and Dennis & Judy Helle. Visitors were Ken Johnson, David and Margaret Ford, and Jeff Kuhn from WSN.

The pledge of Allegiance was recited.

Mayor Grover called the Public Hearing open. Jeff Kuhn explained some options for paying back the sewer project including possible assessments and additional user fees. A spreadsheet was distributed that showed both options. Some questions on why we are doing the project in general. Jeff Kuhn explained the need. Street reconstruction options were discussed and how that also works in the assessment policy. No decisions were made at this time. County Road 4 was also discussed and if the sidewalks should remain where they are or moved into the County right of way. The consensus of the council would be to keep them where they are at which would mean obtaining easements from owners or use a prescriptive right of way. Martin will discuss those options with Justin Anderson, County attorney to see what his preference would be. We may want to contact property owners to get their view on the sidewalk locations.

Jaenisch moved to approve the "Authorization to Proceed with Final Design" with WSN. Rylander seconded. Jordan abstained. Motion carried.

The Hearing was closed.

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

No bids were received for the snow blower.

Visitors

Jeff Kuhn was also present to discuss the Pretreatment Agreement with TFC Poultry. A letter from TFC was presented requesting an extension of 6 months on the interim limits with a review in 3 months. It will contain language that the City will review testing on a monthly basis and has the right to go to final limits at any time. A city baseline will be complete and the final limits will be set by February 15th. Karl moved to approve the extension. Jaenisch seconded. MCU

Consent Agenda

Jaenisch moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
 - Approval of bills: Prepaid Bills: \$11,829.00, Claims for Approval: \$48,283.83 and Additional Claims for Approval: \$1254.06 for a total of \$61,366.89. Jaenisch 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
Wellhead Protection Meeting

Council Reports

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.
- Assessment policy – researched deferrals, contacted Walton regarding proposed changes.
- Street reconstruction /sewer pay-back options– informal inventory with Jeff Kuhn and Tollefson. Researched possible costs and assessments. Prepared information for public meeting.
- Wellhead Protection Plan – met with MDH, Grover and Tollefson; set meeting times for future committee meetings.
- Prepared MCFOA newsletter.
- Utility assessment to County auditor.
- Public hearing published and posted.
- City newsletter.
- Sent information on TIF, etc. to Northwoods owners.
- FEMA grant application – conference call.
- Safety meeting.
- MCFOA Board meeting.
- Budgets – Updated General Fund, prepared Sewer, Water, Storm Sewer, Garbage, Fire Dept., Ambulance, Arrow EMS.
- Budget 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.

The council suggested Martin get some prices on a stand-alone scanner.

Public Safety

Police Report was presented by Tollefson and Cederberg:

The Police Report was as follows:

- Speed – 3 Warning/3 tickets – offered driving class.
- Burglary 3 Unoccupied – 1
- Dog Running at Large – 1
- Motorist Assist – 3
- Unsafe Equipment – 2
- Disturbing the Peace BM interference with 911 call – 1
- Open Door Lights On – 3
- Fail to Dim Headlights – 1
- Property Checks – 1
- Suspicious Activity – 4
- Theft 1001-5000, property – 1
- Theft, MS Worthless Check – 1
- Vehicle Checks – 1
- Welfare – Checks – 1

Fire Department Report:

Ambulance Calls: 20 – 4 in City

Fire Calls: 6 – 1 in City

Arrow EMS Report:

Arrow EMS held an informational meeting on December 7th for the students intending on enrolling in the Arrow EMS Initial EMT course starting in January. This meeting was held to give them information on what is expected of them. Twelve students from Ashby, Evansville, Battle Lake and Browns Valley attended. A moulage drill was conducted for Herman Fire/Rescue on November 28th. The Arrow EMS committee discussed upcoming classes for the spring, along with operating costs and profit projections for 2012.

Tentative defibrillator training is scheduled for February 9th at 4:00 p.m. for council and staff.

Public Works

- The skating rink frame has been put up. Just waiting for it to get colder to start making ice.
- One more discharge will be done at the ponds.
- We have not had to do any snow removal with the nice weather.

About ½ of the downtown businesses have signed up for snow removal.

Jaenisch made the motion: the Public Works Operator is authorized to be the electronic signature for the EDMR forms for MN Pollution Control. Jordan seconded. MCU

Jordan moved to approve the Utility Billing Policy. Rylander seconded. MCU

The Assessment Policy was tabled until January.

Karl moved to provide garbage service to the senior citizens organization at the building on Main Street (city-owned) at no cost. Rylander seconded. MCU

Water tower cleaning is scheduled for next Tuesday.

Old Business

Martin will do more research on a Comprehensive Plan; possibly through a college or through WC Initiative Fund.

The county garbage contract was awarded to West Central Sanitation out of Willmar. Council discussed the garbage bags that have been left within the city limits from out of town residents. It has become an issue because people drop them off several days early. Not only does it look bad but dogs get in them and the public works department usually ends up cleaning up the mess. Jaenisch moved that no garbage from out-of-town residents be allowed within City limits. Rylander seconded. MCU

New Business

The Budget committee reported on the budgets for General Fund, Water, Sewer, Storm Sewer, Garbage, Fire Department, Ambulance and Arrow EMS. Jaenisch moved to approve the General Fund budget. Jordan seconded. MCU. The other funds were tabled as some council members felt they needed more time to look through the budgets as they only had a couple of days to look things over. Karl suggested that department heads bring

suggestions throughout the year on how to save money. The budget committee discussed the Borgrud property payment. There will not be a need for a fund transfer this year. There are enough funds available in this debt service account. The deferral period is over and pay back on the assessments will start in 2012.

Jordan moved to approve **Resolution 2011-21 Approve Final Levy**. Jaenisch seconded. Roll call vote: Rylander – yes, Jordan – yes, Grover – yes, Karl – yes, Jaenisch. Those voting no – none. MCU

Jordan moved to approve the Fee Ordinance for 2012 and Summary Publication. Jaenisch seconded. MCU

Jaenisch moved to approve **Resolution 2011-22 Liquor and Tobacco Renewals for 2012**. Rylander seconded. Roll call vote: Rylander – yes, Jordan – yes, Grover – yes, Karl – yes, Jaenisch. Those voting no – none. MCU

The League of MN Cities has requested that Ashby host a Regional League meeting in the fall of 2012 or 2013. Council members were all in favor of this. The location would be the Ashby American Legion.

Jaenisch moved to approve **Resolution 2011-20 Year-End Fund Transfers**. Karl seconded. Roll call vote: Rylander – yes, Jordan – yes, Grover – yes, Karl – yes, Jaenisch. Those voting no – none. MCU

Adjourn 8:00 p.m.

Valerie Martin, Clerk/Treasurer