

Ashby City Council Meeting – February 9, 2012

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 Dennis & Judy Helle. Visitors were Dwight Walvatne, Jim and Bonnie Borgrud, Jim Risbrudt, Paul Ellingson and Jeff Kuhn from WSN.

The pledge of Allegiance was recited.

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

Visitors

Jeff Kuhn from WSN was at the meeting to update the council on the wastewater project. He talked about the different phases of the project. They will start in the alley by the park and the streets in the project area first and move out from there. The final plan has been sent to Rural Development. Once that has been approved, we can call for bids, as long as the easement paperwork is also complete. It will take 21 days from the time that we call for bids until the bids can be opened.

Phasing

Rylander moved to approve **Resolution 2012-03 Resolution Receiving Feasibility Report and Calling Hearing on Improvement for Wastewater Project**. Karl seconded. Roll call vote: those voting for: Karl, Jaenisch, Jordan, Rylander and Grover. Those voting against: none. MCU

Assessment
resolution – sewer

Jaenisch moved to approve changes to the Assessment Policy as presented. The changes clarified odd-shaped lots and also included a “per connection” option of assessment. Jordan seconded. MCU

Assessment policy

Rylander moved to approve the assessment distribution for Birch Ave. improvements as presented. Jaenisch seconded. MCU

Birch Assessment

Karl moved to do the Capital Improvement Plan contingent on grant funding from West Central Initiative Fund and have the Public Works Commission work out the details with WSN. Jaenisch seconded. MCU

Capital Imp. Plan

Jeff Kuhn discussed the baseline testing results, two were done by Tollefson this week and this should give us enough information to move forward with the final numbers for the pretreatment agreement.

TFC

Jim Risbrudt and Paul Ellingson were present to discuss a new type of investment opportunity for the Firemen's Relief Assoc. through PERA. The council needs to approve a cost analysis. This will be done by PERA and after the information is received, the Association and Council will determine if it is feasible to move the retirement funds. Jaenisch moved to approve the analysis. Karl seconded.

PERA/Firemen's

Consent Agenda

Jaenisch moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid Bills: \$14,180.90, Claims for Approval: \$24,183.05 and Additional Claims for Approval: \$12,363.76 for a total of \$50,727.71. Karl went through the bills and the bank statement ahead of time and gave prior approval.

Consent Agenda

Jordan seconded. MCU

Mayor's Report

Regional Mayor's Meeting
Meeting in Morris – Pomme de Terre Watershed District
Ashby School Board Meeting with Chad Smith

Mayor Report

Council Reports

Non

Council

Administration

The Clerk/Treasurer's Report was accepted. The report details work done by the Clerk/Treasurer for January 7th – February 2nd:

Clerk

- Wastewater Project/Street Reconstruction – Assessment calculation for both, changes to assessment policy, Birch Ave. Resolution
- Several items related to commercial property/assessment issue.
- Central Lakes Trail – prepared financials and attend meeting.
- GrOw Grant County – prepare notices, items for meeting, attend meeting in Elbow Lake.
- Research – Open meeting law/closed meetings.
- MCFOA meeting in Rockville.
- Prepared grant application for Capital Improvement Plan to WCIF.
- Sent information to Fergus Falls Journal – Ashby projects over last several years and GrOw Grant County information.
- Worked with auditors – four days.
- Ambulance billing updates.
- Year-end updates to Special Revenue Fund, Investments, etc.
- Arrow EMS invoicing.

- W-2's and 1099's.
- Budget Report published and submitted to State.
- Report of Outstanding Indebtedness to County Auditor.
- Easement information to Walton/wastewater project.
- Meeting with Pomme de Terre Watershed District in Morris.
- Legacy Funds Informational meeting in Fergus Falls.
- Police Commission – prepare background financials.
- 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 was presented by Tollefson and Cederberg:

Police

The Police Report was as follows:

- Speed – 2 Warnings/1 Ticket
- Dog Running at Large – 1
- Motorist Assist – 5
- Unsafe Equipment – 1 Warning
- Open Doors – 1
- Property Check Requests – 1
- Tobacco Compliance Check – 4
- Inebriate Took Home – 2
- Child Car Seat Violation – 1 Warning
- Medical Assist – 2
- Carr Deer Accident – 1
- Suspicious Activity – 2

The Police Commission reported on their meeting held on Monday, Feb. 6th. They met at City Hall with Sheriff Walvatne and County Commission Ron Woltjer present to answer questions on County contracts for police protection and what this provides. The council discussed the idea of another survey to the residents on the question of keeping our own police department. It was also discussed that a survey was done 3 years ago with the question "how important is it to keep our police department?" with the majority responding that it was important. The council requested that Martin prepare a sample survey which includes all pertinent financial information. The council would make a decision whether to send this survey out after its preparation.

**Police
Commission/
Police Budget**

Rylander moved to approve outdoor liquor permits for the Legion – Coats Banquet – May 12th, Hospice Run – September 8th and an Outdoor Dance Permit for Appreciation Days – July 21st. Jordan seconded. MCU

**Outdoor
Permits**

Fire Department Report:

Ambulance Calls: 12– 2 in City
Fire Calls: 0 – 0 in City

Fire Dept.

Contact signing with Townships is scheduled for February 15th at 7:00 p.m.

Arrow EMS Report:

The months of February and March will be busy months with the Ashby EMT course and a Fire Responder Refresher course in Evansville. There are also some CPR and First Aid classes scheduled for the next few months. Grover and Smith attend the Ashby School Board meeting to share information on Arrow EMS Educational programs available to staff and students. Prairie Ridge Hospital and Health Service in Morris agreed to participate in the Ashby Initial EMT course by having staff teach Arrow EMS students about the cardiovascular system.

Arrow EMS

Karl moved to approve the All-County Hazard Mutual Aid Agreement. Jaenisch seconded. MCU

Jaenisch moved to approve **Resolution 2012-04 A Resolution Authorizing Mutual Aid**. Rylander seconded. Roll call vote: those voting for: Karl, Jaenisch, Jordan, Rylander and Grover. Those voting against: none. MCU

Public Works

A proposal to replace the water tower vent was received. Tollefson needs to get more information before making a recommendation to the council.

Water Tower

Old Business

The Personnel Committee met with employees regarding upcoming three year pay scale. The committee is recommending step increases with a 2% increase for 2012, 1 ½ % for 2013 and 1% for 2014. The committee also recommended capping the insurance payout where we are at now. There were concerns about the cost of insurance and we are providing more benefits than other employers might provide. It was noted that the actual cost for insurance premiums is less than what it was two years ago as we went to a high deductible plan. There were also concerns about the economy in general – the committee also noted that the employees have not had an increase over the last 3 years. After a continued lengthy discussion, Jordan moved to accept the personnel committee recommendations as presented for full-time employees. Jaenisch seconded. Jaenisch, Jordan and Grover voted yes. Rylander and Karl voted no. Motion carried. Jordan moved to approve the part-time scale as presented. Jaenisch seconded. Jordan and Jaenisch voted yes, Karl and Rylander voted no and Grover had to abstain. Motion did not pass. The part-time employees will need to meet with the personnel committee.

**Personnel
Committee**

Jim and Bonnie Borgrud were present to discuss their property on Highway 78 with the pending assessments that have been deferred over the last few years with upcoming 2012 payment due. They addressed some questions to council and staff. Attorney Walton directed them not to answer due to the pending litigation. All questions should be directed through the attorneys. The council meeting was closed to deal with pending litigation. MN Statute 13D.05 subd. 3b authorizes the closing of a meeting under the attorney-client privilege. As stated in MN Statute 13D.05, subd. 1d; closed meetings under the attorney-client privilege exception may not be recorded. The recorder was shut off and visitors were asked to leave during this discussion.

**Borgrud
Property**

The meeting was reopened.

New Business

Grover moved to allow bikers to camp in the park the evening of September 8th for the Lakeland Hospice Run. Jaenisch seconded. MCU Discussion on street closures for the event will be discussed at a future meeting.

Hospice Run

2011 Year-end financials were distributed.

Financials

Karl moved to approve renewal of Donna Jean Grover as realtor for Country View Estates. Rylander seconded. MCU The committee will need to meet again in the future to discuss ideas for marketing.

Realtor – CVE

Rylander moved to approve Debbie Thormodson as assessor. Karl seconded. MCU

Assessor

Adjourn 7:50 p.m.

_____ Valerie Martin, Clerk/Treasurer