

## **Ashby City Council Meeting – June 13, 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; Jeremy Obright, Police Officer; Richard Walton, City Attorney, & Judy Helle. Visitors were Jim Borgrud, Dustin Steenblock and Jeff Kuhn from WSN.

Karl moved to approve the agenda as amended. Rylander seconded. MCU

### **Visitors**

Jim Borgrud was in attendance to discuss options for his property receiving assessments in 2012. He would prefer to have an additional deferral of 10 years. He would be interested in selling the property to the City but wants to keep control over who it might be sold to and would like to sell it for the assessed value. Rylander presented some numbers he put together should the City decide to purchase the property. After discussion, Jordan moved to offer Mr. Borgrud \$10,000 for his land in question with no strings attached. Jaenisch seconded. Motion passed with Rylander voting no. Mr. Borgrud left without accepting the City's offer.

Dustin Steenblock, Ag instructor from the Ashby School informed the council of the project they have been working on located on the land just east of the school. He asked if the council would be interested in supporting a community garden for 2013 which would be their project. It would include raised beds and a small rental fee would apply to those leasing a bed. Karl asked where liability would fall – the school or the City. Steenblock would check on this. He asked that the City consider donating water to the project and support the community garden program. Jaenisch moved to approve. Jordan seconded. MCU

Mr. Steenblock and Val Martin reported on a meeting they attended regarding a grant available for the City's farmer's market and some ideas for improvement in 2013. The grant would be \$500 and could be used for advertising or other promotional ideas.

### **Wastewater Project**

Jeff Kuhn reported on the following:

- Preconstruction meeting
- Meeting with individual owners regarding questions on easements.
- 3 phase power at the lift station and the electrical agreement with Otter Tail Power.
- Kuhn has been working with Riley Brothers and Rural Development on some possible changes in the project to reduce the costs.
- Location of the pipe will be on the City's property north of the Central Lake Trail. The council saw no objections to this.
- Monthly construction meetings will be held starting August 1<sup>st</sup> with a portion of the meeting open to public questions and comments.
- Public work's roll will consist of answering questions and random checking of the project. WSN will have an inspector on sight during the project that will make sure the contractor is doing the work properly.

The council discussed the payment options and contract for 3 phase power with Otter Tail Power. Jordan moved to approve the contract, contingent on Rural Development's approval and to make a decision on payment at a later date. Karl seconded. MCU

Change orders for the project were discussed. Jaenisch moved to approve a threshold of \$10,000 on change orders without full council approval as long as Jeff Kuhn discusses the change with a council member prior to the change order going through and get final council approval at the next council meeting. Karl seconded. Jordan abstained. MCU

### **TFC Poultry**

Jeff Kuhn met with Trent Froemming prior to the meeting. TFC has been hauling some of the high strength waste away but the testing submitted has not changed and levels are still too high. Final limits and fines will start July 1<sup>st</sup>. We are having some issues at the ponds due to the volume of waste and additional treatment such as aeration will need to be done. BOD levels are currently 3 to 4 times what the ponds are designed to handle. TFC may want to be involved in discussing some of the pond treatment as they will have to pay for the treatment. Should they continue to overload the pond, the agreement allows the City to shut their service off. The City will continue to work with them on this issue.

The Capital Improvement Plan will be presented at the July council meeting.

### **Consent Agenda**

Karl moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid Bills: \$14,795.29, Claims for Approval: \$26,496.04 and additional Prepaid Bills for \$6,359.56 for a total of \$47,650.89. 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 Ashby

### **Council Reports**

None

### **Administration**

The Clerk/Treasurer's Report was accepted. The report details work done by the Clerk/Treasurer for April 7<sup>th</sup> – May 7<sup>th</sup>.

- Wellhead Protection – went through final plan, attended meeting, burned CDs with final plan and sent to Local Government Units.
- Planning Commission meeting.
- Meeting with Greg Wagner, WCIF – economic development programs.
- Central Lakes Trail – prepared financials, attended meeting.
- Country View Estates, attended promotional meeting, prepared new brochures, updated other items with incentives including web-site, discussed effect of rebates with home loan officer, informed realtor of incentives.
- GrOw Grant County – prepared items for meeting, volunteered attendance at meeting.
- Ashby folders – prepared items – business listing, ads, calendar general information, printed them and Judy compiled the folders and I delivered to businesses.
- All town clean-up/prepared invoices following clean up.
- Pet Clinic.
- Right of Way certificate prepared and sent to Rural Development.
- MCFOA regional training and meeting in Atwater.
- Easements- sent out temporary easements/worked with County on permanent easements for County 4.
- Information sent to Appraisal services.
- Election judges – prepared press release and ad, updated application.
- Sent TIF reporting information to Ehlers.
- Information to Brian for insurance renewal.
- Bid Opening.
- Public works/Capital Improvement Plan meeting.
- Special council meeting.
- Letters/applications to area contractors for person service replacement.
- Update CCR for City.
- Set up open house for Jeremy Obright.
- Former nursing home-research on costs, toured facility with Jordan, Tollefson & Grover along with architect from WSN.
- 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:**

Jeremy Obright presented the Police Report was as follows:

- Welfare Check – 1
- Traffic Direction Escort – 1
- DARE – 3
- Open Door – 2
- Motor Vehicle Accident – 1
- Motorist Assist – 5
- Property Check Request – 2
- Property Checks – 8

Some grant funds are still remaining from the squad car that can be used towards the purchase of a laptop for the squad. The police department will be able to print tickets from the system and send reports without having to go to Elbow Lake. The remaining amount needed will come from equipment replacement fund and funds in the DUI forfeiture account. Jordan moved to approve the purchase and go with the lower of two bids that Tollefson will gather. He has received one but the other one has not come in yet. Karl seconded. MCU

#### **Fire Department Report:**

0 Fire Calls – 0 in Town.

14 Ambulance Calls – 2 in Town.

#### **Arrow EMS Report:**

EMT students are in various stages on EMT certification. July or August would be a good time to go defibrillator training for the council and staff.

The council discussed allowing golf carts within the City. An ordinance would have to be enacted to allow them. Staff will present an ordinance for approval at the next meeting which will include the following criteria: no permit needed and insurance will be a requirement.

### **Public Works**

- The pumps at the lift station were pulled – some issues were taken care of.
- The council received an analysis of the filter media at the water plant. It will need to be addressed in the future.
- Cold patch was ordered and holes on Iverson will be repaired.

The council had questions about use of part-time public works personnel. A schedule of work that needs to be done will be put together by Tollefson and weekly staff meetings will be held.

Sentenced to Service program will be doing some weeding at the ponds.

**Old Business**

Grover, Jordan, Martin and Tollefson toured the former nursing home with architect from WSN. He felt the main part seemed to be in decent condition. He will send some reports and ideas for future use. The council felt the Economic Development Authority should work in conjunction with the council on some ideas for future use.

Jaenisch moved to approve **Resolution 2012-11 Appointment of Election Judges**. Rylander seconded. Roll call vote – those voting for: Rylander, Jordan, Jaenisch, Grover and Karl. Those voting against – none. MCU

**New Business**

A proposal for the lease of a new copier was presented. Karl moved to approve. Jaenisch seconded. MCU The lease includes maintenance and toner and is less than what the City is paying for toner alone on the current machine which is seven years old.

Jaenisch moved to approve **Resolution 2012-12 No Fault Sewer Backup Coverage**. Rylander seconded. Roll call vote – those voting for: Rylander, Jordan, Jaenisch, Grover and Karl. Those voting against – none. MCU

Karl moved to waive the torte limit for liability insurance coverage. Jaenisch seconded. MCU

Karl approved an outdoor dance permit for Murphy's Pub for August 11<sup>th</sup> contingent on submission of remaining paperwork and discussing some changes with Tollefson regarding open containers after removal of the fence. Rylander seconded. MCU

The council meeting was closed to deal with possible pending litigation. MN Statue 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.

The meeting was reopened.

Adjourn 8:30 p.m.

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Valerie Martin, Clerk/Treasurer