

Ashby City Council Meeting – September 13, 2012

Mayor Grover called the meeting to order at 6:00 p.m. with council members George Jordan, Jim Karl, Ronnie Jaenisch and Jim Rylander present. Also present was Val Martin-Clerk/Treasurer, Jeremy Obright, Police Officer; Thor Tollefson, Public Works & Police Chief; Richard Walton, City Attorney. Visitors were Mike Walker, Darrin & Trent Froemming from TFC; Nick Olson and Mark Zlotnick from the Fire Department and Jeff Kuhn and Larry VanHout from WSN.

The pledge of allegiance was recited.

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

Visitors

Nick Olson and Mark Zlotnick were present to discuss the Ashby Fire Department Relief Association and moving the retirement assets to the PERA plan. Council received details of the plan and after discussion, Rylander moved to approve **Resolution 2012-16 A Resolution Opting to Join the Voluntary Statewide Lump-Sum Volunteer Firefighter Retirement Plan**. Jaenisch seconded. Roll call vote: those voting for: Rylander, Jordan, Jaenisch, Karl and Grover. Those voting against: none. MCU

Wastewater Project

- Jeff Kuhn was in attendance to give the council an update on the project. Everything continues to be on schedule.
- Jaenisch moved to approve the 2nd pay estimate to Riley Brothers. Rylander seconded. MCU
- There are a couple situations where two properties share their sewer service going out to the main. The ordinance states that each connection must be separate to the main. The council was in agreement that they would not mandate the separate connection until replacement is done on a service. Each instance, a separate stub was installed to the main and the one not in use was capped off.
- A cost estimate of Cedar Ave – north of Norge, east side only was reviewed. Kuhn felt that it was not going to get that much worse over the next few years. The cost was more than council felt should be spent now and it would be a better benefit to do the whole street at one time and to consider moving this up in the Capital Improvement Plan.
- Larson Ave. was tabled for further information.
- The council discussed a property owner's request regarding a temporary easement. The council was in agreement with the conditions of the easement.
- The engineers and Riley Brothers are still working out some of the details regarding the main along Highway 78. They may shift the line into the highway right of way or line the existing pipe.
- Karl had some concerns about the lift station pumps as one is not working right now. He asked the engineers to try and expedite the installation of the new pumps. Tollefson will continue to monitor and if we would start to have issues with the 2nd pump, he will have the 1st one repaired right away.

Some storm sewer replacement items were left out of the Capital Improvement Plan. The whole plan will be reviewed for final approval after a public hearing when the details are all ironed out.

TFC Poultry

Darrin and Trent Froemming were both present from TFC Poultry, along with general manager, Mike Walker. Larry VanHout discussed where we are at with pretreatment ideas and where we need to be along with the ideas brought forward by TFC. After discussion with MPCA on the idea of aeration, it looks like we may need to amend the City's permit to allow this. There will be a conference call with MPCA, a vendor proposing aeration, along with representatives from WSN and the City to discuss the options. Another vendor also has a product for aeration and will do a presentation in the next week or so. Larry VanHout recommends that a complete study, reviewing all options be conducted within the next 30 to 60 days and possibly doing construction in 2013. Engineering costs to do a study could be around \$7500

Trent Froemming reminded the council that TFC has brought 5 different options to the table. TFC has asked the council to review the proposal they have submitted and consider accepting it. The council needs more time to look through the request as most of them just received it today.

There continues to be a concern on meeting discharge limits. Bio bugs have been added to the ponds to help reduce BOD levels.

Mike Walker made a request to remove the \$500 charge for a missing test on the invoice for July as there were some issues getting it to the lab. Rylander moved to approve the removal of this charge. 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: \$344,123.23, Claims for Approval: \$41,434.08, additional Prepaid Bills: \$5129.22 and additional Claims for Approval \$5304.89 for a total of \$395,991.42. 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
Construction Meeting

Council Reports

None

Administration

The Clerk/Treasurer's Report was accepted. The report details work done by the Clerk/Treasurer for August 7th–September 7th:

- Central Lakes Trail financials and meeting – also gathered photos and information for DNR trail signs.
- Project – pay estimate, items to RD, questions from residents, Work with inspector and engineer, web-site update, easements, letters to residents – service replacement.
- Primary election – picked up supplies, set up school, worked at election judge.
- TFC – testing results and fine invoicing.
- Financial report submitted to WC Initiative for Capital Improvement Plan.
- Sidewalk plan – map, meeting with streets and sidewalks commission.
- General Fund & utility funds had Judy put 2011 year end and 2012 YTD info in spreadsheet.
- Budgets – prepared 2013 proposed budget, 2013 debt service schedule review, and e-mail budget to committee. Prepared levy increase impact for committee.
- Construction meeting.
- Public works meeting.

Public Safety

Police Report:

Jeremy Obright presented the Police Report was as follows:

- Civil Matter – 1
- Motorist Assist – 3
- Unsafe Equipment – 2
- Property Checks – 3
- Dog Running at Large – 1
- Domestic – 1
- Property Check Request – 1
- Sick Cared For – 1
- Suspicious Activity – 3

The council shared their appreciation of the good work done with the burglary at the hardware store.

A resident approached one of the council members with regard to the policy of bringing people home from the bar if they've had too much to drink. The council was in agreement that it is a benefit and keeps our residents/streets safe. It is not done all that often, Obright and Tollefson relay that possibly 6 people year to date have been given a ride home with most of them in town.

Tollefson and Walton informed the council that the company that was processing bad checks has gone out of business and Walton will be processing the checks now.

Fire Department Report:

July: Fire & Rescue – 6 calls with 5 in the City and Ambulance – 19 calls with 5 in the City
August: Fire & Rescue – 2 calls with 0 in the City and Ambulance – 20 calls with 2 in the City

Arrow EMS Report:

Arrow EMS Instructors are currently planning for the upcoming schedule this winter. They will be instructing 3 EMT Refreshers and possibly a First Responders course. They continue to look for volunteers to be patients in a classroom setting. A big thanks to the council and staff for attending the defibrillator training last month. Chad is willing to do CPR and/or First Aid for the council.

Public Works

- Mowing is done for the year. Dennis has been working on the park shelter and shop.
- Bio bugs have been applied to the ponds.
- Pictures of the sludge levels out at the ponds have been taken.
- We are only operating on one lift station pump for now as one is now working. We can get a pump here in an hour is the other one fails. The new pumps will be installed this falls.
- Water reports have been mailed.
- Streets are in better condition.

Tollefson received a quote for repair and painting the box on the one-ton truck. The council suggested he check a couple other sources for quotes.

Tollefson has looking for a removable cab for the lawn mower to be used during the winter months but has not been successful at this point.

The council was in agreement to offer the snow removal to downtown business again as last year at the same price.

Old Business

The personnel committee reported on their meeting regarding reported comp-time and vacation and how to deal with a large amount of banked time. They recommend the following to the council:

- Over the next few months, employees in question will work on using this banked time.
- Recommend a pay-out of overtime when personnel are called out on an emergency only. Prior to paying the overtime, a verbal okay from one of the personnel committee members will be needed.
- Personnel committee will review banked time in December and will continue to review quarterly. They will bring information to the council, if they have concern.

Jordan moved to approve recommendations of the personnel committee. Jaenisch seconded. MCU

The streets and sidewalks committee reported on the sidewalk plan and map. After discussion, the council would like to do further review of the map and to also review the sidewalk ordinance along with the assessment policy in regards to sidewalks. Tabled until next month.

A property outside of the city limits with sewer connection will soon be sold to another owner. The current owner would like to clear up the payment for new sewer service connection prior to the sale. The council was in agreement that the amount established at the public hearing for an assessment can be used for this property owner. Martin will invoice the owner.

Jordan and Martin reported on GrOw Grant County. This organization has completed their work with the facilitator and will move into the next function of the group. A set of goals has been established and additional help will be requested in the future from other residents to get the work done.

New Business

A request for a donation to the Grant County Historical Society was denied.

The budget committee submitted their report for the General Fund. The budget for 2013 was reviewed with discussion on the amount to set aside for future street repairs. The levy has not been raised for 3 years and future repairs will need to be considered. Martin provided information on possible impact to property owners with an increased levy using preliminary 2013 net tax capacity received from the Grant County Auditor. The council decided to set the levy at \$186,000 which is an increase of 9.4% but actual impact may only be 7%.

Jordan moved to approve **Resolution 2012-15 Resolution Adopting Proposed Tax Levy**. Jaenisch seconded. Roll call vote: those voting for: Rylander, Jordan, Jaenisch, Karl and Grover. Those voting against: none. MCU

Jaenisch moved to approve the General Fund Budget as presented. Karl seconded. MCU

Jaenisch made a motion to replace the sewer service at city hall and at the city shop. Jordan seconded. MCU

A letter was received from a resident requesting a break on sewer rates after construction for watering the grass after the project. The council felt it was not necessary as the contractor is responsible for watering the grass for a month after it has been seeded.

Adjourn 8:25 p.m.

Valerie Martin, Clerk/Treasurer