

Ashby City Council Meeting – February 14, 2013

Mayor Grover called the meeting to order at 6:00 p.m. with council members Ron Jaenisch, Jim Karl, and Marcia Koefod present. George Jordan was absent. Also present was Val Martin-Clerk/Treasurer, Jeremy Obright, Police Officer; and Thor Tollefson, Public Works & Police Chief. Visitors were Jeff Kuhn from WSN and Craig Koefod.

The pledge of allegiance was recited.

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

Wastewater Project

Jeff Kuhn was present to discuss the wastewater project. He presented a change order with prefinal compensation for the project with updated quantities. This change order will provide a reduction of \$212,515.41 to the final project cost. The contractor still needs to approve the compensation. The council tabled their decision until next month after we hear back from the contractor.

Jaenisch moved to approve changes to the engineering agreement as presented. Koefod seconded. MCU

Although the project went well, there were a few minor issues and council was concerned that these have been resolved. Martin will contact those involved to see if they felt it was taken care of.

Peace Church has agreed to the compensation that was presented to them for the change to their sanitary sewer line.

Water Quality Issues

There have been reports from several residents on discolored water. Tollefson has been working with WSN and MN Rural Water to help determine the cause. A few things will be worked on to see if this will eliminate the problem. These will include a filtration media recharge, elimination the back wash tank water, cleaning the clear water tank, etc. They will work on those items related to the water plant and work through the process if it is not resolved. Continued testing will be done. The water testing has shown that the water is safe but has a higher level of manganese which is another form of iron and the plan established should reduce the levels.

Public Works Report

The council received an estimate on snow removal from Ness Backhoe. This is to move some of the piles over to the land along the Central Lake s Trail. This is an hourly rate and could be up to \$600. Karl moved to approve. Koefod seconded. MCU There was another estimate for installation of drain lines for the down spouts on the firehall which would be connected to the storm sewer eliminating the ice issues around the firehall. This was a recommendation from the League of MN Cities Insurance Trust. There will be additional cost involved and more information will be gathered.

TFC Poultry

No report.

Consent Agenda

Karl moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid Bills: \$188,411.22, Claims for Approval: \$204,352.28. , additional Prepaid Bills: \$1433.81 and additional Claims for Approval \$471.69 for a total of \$248,456.88. Jaenisch went through the bills and the bank statement ahead of time and gave prior approval. Koefod seconded. MCU

Mayor's Report

Regional Mayor's Meeting
Staff Meeting

Council Reports

None

Administration

The Clerk/Treasurer's Report was accepted. The report details work done by the Clerk/Treasurer for January 8th – February 12th :

- Attended County Commissioners meeting with Grover and Jordan regarding Safe Routes to School and school speed zone.
- State Fire Aid and Police Aid forms.
- Safe Routes to School forms to school.
- Update 2013 payroll.
- Broker certification forms.
- Liquor licensing research.
- Vendor ID's in accounting program.
- 1099's and W-2's
- Letter of request to business owners and daycares for SRTS letter of support.
- Preaudit.
- Prepared items for GOGC and attended meeting.
- Report of Outstanding Indebtedness.
- Update to staff and commission list and staff phone list.

- 2013 budget report prepared and sent to state, published report.
- PERA Annual Exclusion report.
- Prepare items for EDA meeting.
- Work comp renewal.
- MCFOA newsletter.
- Arrow EMS billing.
- 2012 Year end report to council.
- Easements to county.
- Safe Routes to School grant – tallies and surveys in system, write grant, have Jeff Kuhn and George Jordan review, prepare photos and attachments, additional requests for support letters, e-mail notification to MnDOT, survey assessment, finalized full app and mailed to state.
- 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:

- Speeding – 1
- Unsafe Equipment – 1
- PD MV accident – 1
- Sick cared for – 1
- Suspicious Activity – 1
- Miscellaneous Alarms – 1
- LETG Test – 1
- Animal – 1
- Agency Assist – 1
- Motorist Assist – 1
- Public Assist – 2
- Family Services – 1
- Disorderly - 1

Fire Department Report:

January:

Ambulance Runs – 21, 4 within the City

Fire and Rescue Calls – 2 (mutual aid in Dalton), 0 within the City

Arrow EMS Report:

Thanks to the council and staff for help during the EMT refresher course along with several Ashby honor students. Arrow EMS has reached the half-way point of the busy winter training season. Courses are going well. Smith is in the process of scheduling initial instructor training for some new instructor candidates. There are some teaching opportunities in the spring and summer. Smith would like to introduce these new instructors to the council at a future meeting.

Old Business

The council discussed a work session with the EDA and representative from West Central Initiative and felt it would be beneficial to the City. Martin will also discuss with Randy Catoe, EDA president and will contact WCIF for a date.

The council received a letter from Kensington Bank which holds the loan on a closed business within the City. They are working up a plan to get the business listed and have requested that the council waive the balance due on the utility bill. After careful consideration, the council felt that it would not be in the best interest of the residents to waive the bill and they were also concerned about setting precedence. Jaenisch moved to not waive the utility bill and move forward with the assessment process for the past due utilities. Karl seconded. MCU

City staff members continue to work with the County on the school speed zone.

Safe Routes to School grant application was submitted. Council thanked Martin on the work she did on the project.

New Business

Board of Appeals will be held April 4, 2013 at 5:30 p.m. at Ashby City Hall.

League of MN Cities Loss Control Workshop will be March 27th for those interested in attended. Martin, Tollefson, Obright and Grover plan to go.

Koefod moved to change the September council meeting to an alternative date to allow Martin to attend advanced training. The specific date will be discussed at a future council meeting.

Koefod moved to adjourn. Karl seconded. MCU

Adjourn 7:18 p.m.

Valerie Martin, Clerk/Treasurer