

Ashby City Council Meeting – May 9, 2013

Mayor Grover called the meeting to order at 6:00 p.m. with council members Ron Jaenisch, Jim Karl, George Jordan and Marcia Koefod present. Also present was Val Martin-Clerk/Treasurer, Richard Walton, City Attorney, Judy Helle, Deputy Clerk; and Thor Tollefson, Public Works & Police Chief. Visitors were Darrin Froemming from TFC and Kenny Peterson.

The pledge of allegiance was recited.

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

Sanitary Sewer Project

The lift station pumps are still not working with the generator. The council has some concerns about the upcoming storm season. Martin will let Jeff Kuhn the council's concerns.

TFC Poultry

Darrin Froemming was in attendance to give the council an update on the pretreatment options at TFC. Testing will be done this week to see if the treatment unit (DAF) they are considering will get their levels within the pretreatment agreement. They are also dealing with an option of purchasing property adjacent to their property. A meeting with the Public Works Commission and TFC was held on Monday to help look at some financing options for them.

Visitors

Kenny Peterson had a complaint regarding a business not allowing him to enter their building. He had originally discussed his issue with Officer Obright and Clerk/Treasurer Martin. Obright and Martin had informed Mr. Peterson this business has the right to refuse him service. Mr. Peterson decided to bring his complaint to the council. The council also informed Mr. Peterson that the business has the right to refuse him service and the council has no authority to reverse that decision.

Consent Agenda

Jaenisch moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid Bills: \$19,756.45, Claims for Approval: \$28,787.02, additional Prepaid Bills: \$0 and additional Claims for Approval \$7,164.53 for a total of \$55,708.00. Koefod went through the bills and the bank statement ahead of time and gave prior approval. Koefod seconded. MCU

Mayor's Report

- Staff Meeting
- Meeting with TFC/WSN

Council Reports

- None

Administration

The Clerk/Treasurer's Report was accepted. The report details work done by the Clerk/Treasurer for February 13th – March 12th:

- GOGC – prepared brochure and information for FunFest.
- Country View Estates – Meeting with committee, research on assessments, prepare brochures, posters, advertising, tax impact with changes, contact utility companies to see if they would like to participate in incentives.
- Reminder to paper – dog issues.
- Clean Up Day – set up date, contacted metal and electronics people, etc.
- Audit – questions from state auditor – sent to Carlson-Highland. Finished items for single audit report.
- Liquor licensing – researched question, discussed with Walton and liquor control. Sent in paperwork for off-sale.
- Notice to Planning commission – changed to zoning ordinance.
- Sent is assessment for Murphy's Pub to auditor.
- Ashby Folders – prepared items and Judy put the information in the folders.
- Arts Commission – put together required materials for grant application, submitted grant.
- Set up MCFOA Training in Richmond and Ashby.
- USDA compliance audit.
- Newsletter.
- Project – resident issues sent to Jeff Kuhn.
- Special council meeting.
- Funfest – prepare items, volunteered time to set up and to work on Saturday.
- Personnel committee meeting.
- Prepare employee evaluation forms.
- Prepared work log and public works sign in sheet.
- 3 public works meetings with TFC – one with committee only, one with Rural Development and one with WSN.
- Water quality issues – forwarded messages as they came in.
- Sent council response to LMC Insurance Trust regarding recommendations.

- 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 clerk's computer has been ordered. The public works computer is on hold until Tollefson finds out what is appropriate to work with the water plant's operating system.

Public Safety

Police Report:

- Domestic – 1
- Police Information – 1
- Traffic Complaint – 1
- Suspicious – 1
- Public Assist – 3
- Agency Assist – 3
- Traffic Stop – 5
- Public Works – 3
- Motorist Assist – 2
- Animal – 2
- Family Service – 1
- Admin Incidents – 1
- Juvenile – 2

DARE kids will be going to the Twins game on Sunday pending weather.

There continues to be issues will people not cleaning up after their pets. Martin will put a reminder in the paper. They are also not allowed in the City parks. There is a sign at Thorson-Larson Park but not at Memorial Park. Tollefson will get a sign made.

Fire Department Report:

Karl moved to approve Christopher Ripley for a 6 month probationary period on the Ashby Fire Department.

Jaenisch moved to approve payment of registrations to the Fire Conference. Karl seconded. MCU

Arrow EMS Report:

Arrow EMS is putting the finishing touches on the Initial Emergency Medical Responder course. Several continuing education classes will be conducted for the Ashby Ambulance over the new few months. Arrow EMS instructors will be participating in roll-out sessions this summer through EMSRB. The purpose is to make sure programs are teaching to the new standards.

Public Works

Public Works Report:

- Flushing water mains have been completed.
- Would it be appropriate to flush again in a couple of months? Tollefson will ask engineers.
- MRWA will be here on Monday for sludge judging at the sewer ponds.
- Work log was reviewed.
- Council is requesting a report from Tollefson on the reports that are mandatory to do and what has been submitted each month for water and sewer.
- Tollefson met with Evansville public works to go through their system per our reciprocal agreement.

Jaenisch moved to hire summer help at minimum wage with a maximum of \$1000 in wages. Karl seconded. MCU
Martin will put an ad in the paper.

Council discussed the need for pea rocks in the picnic shelter at Boe Park. It is only black dirt and the pea rock will wear better under the picnic tables.

Jaenisch moved to approve the purchase of a generator up to \$1000. Koefod seconded. MCU Money will come out of the Equipment Replacement Fund.

Old Business

City Clean Up is scheduled for May 15th.

Jaenisch reported on personnel: work log will continue for public works, recommendation of weekly staff meetings, and the office will now be open on Fridays from 9 to noon.

Grover moved to approve employee evaluations as presented and committee or department heads need to do the when possible. Koefod seconded. MCU

Martin reported on GrOw Grant County.

The Safe Routes to School grant application was not funded. It was a very competitive round with only a small percentage getting funding.

EDA report was presented. The EDA will be meeting monthly and will make a request to the council to name Val Martin as EDA Director. Koefod approved this recommendation with Martin using up to 20% of her time on EDA. Jaenisch seconded. MCU

The council reviewed a cost estimate to make a portion of Larson a ten-ton road to accommodate semi-trucks going to the elevator. Street and sidewalks committee should meet with the elevator to discuss.

The grant for the 2013 Arts Commission project has been submitted.

The sidewalk committee will look at the sidewalk along the park and continuing east to Melby. They will bring a recommendation to the council to discuss repairs.

New Business

Jaenisch moved to approve **Resolution 2013-04 Accept \$20 Donation from Charlotte Hanson for the Police Department (Vehicle Unlock) and \$500 from Ashby American Legion for the Fire Department Equipment Fund.** Koefod seconded. Roll call vote – those voting for: Jaenisch, Karl, Grover and Koefod. Those voting against: none. MCU

A resident had approached a council member about the school bus turn-around. This resident felt that the school buses were driving on his property to get turned around onto the street. Karl stated that he has informed the school of this resident's issue.

First quarter financials were distributed.

Jaenisch moved to approve an outdoor liquor permit for Ashby American Legion on August 3rd for Ribfest which will be held in their parking lot. Koefod seconded. MCU

Ruby's City Restaurant made a request to put a couple signs on City property along the Central Lakes Trail. She would like to put a portable sign on the trail right north of her building. The council approved this and they also approved her putting a sign on the Central Lakes Trail shelter building.

Martin informed the council that she has applied for and has been approved for a \$2000 grant for the Farmer Market programs. This money will be used for advertising, letter-board signs to go on Highway 78, staff time and door prizes to encourage people to attend the Farmers Markets.

Tollefson made a request to put up some additional "No Solicitation" signs. They told him to check on cost and bring back the information to the council.

The League of MN Annual Conference is June 19-21 for council members that may want to attend.

Martin discussed a grant program through the University of Minnesota – the University of MN Tourism Assessment for Small Communities. The council decided to not apply for the program due to lack of staff and volunteer time. It is a short time-line and we'll continue to check for future opportunities.

Grover moved to not waive the Torte Limit on the liability insurance through the League of MN Cities. Karl seconded. MCU

Koefod moved to adjourn. Jaenisch seconded. MCU

Adjourn 7:55 p.m.

_____ Valerie Martin, Clerk/Treasurer