

## **Ashby City Council Meeting – July 11, 2013**

Mayor Grover called the meeting to order at 6:00 p.m. with council members Ron Jaenisch, George Jordan, Jim Karl and Marcia Koefod present. Also present was Val Martin-Clerk/Treasurer; Richard Walton, City Attorney; Jeremy Obright, Police Officer; and Thor Tollefson, Public Works & Police Chief. Visitors: Peter Amundson; Jill Frye; Kayla Rossiter & Wayne Hurley from West Central Initiative; and Jeff Kuhn from WSN.

The pledge of allegiance was recited.

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

Kayla Rossiter & Wayne Hurley from WC Initiative discussed a possible Safe Routes to School Planning Grant application. The met with Martin earlier in the day and did a walking audit of the city's sidewalks and school routes. The council was in agreement that a planning grant application would be worth working on.

### **Sanitary Sewer Project**

Pete Amundson was present and voiced concerns about his personal service. His personal service line was not replaced to his property line as promised in the project information distributed on the web-site, paper, etc. The situation is unique as his service runs through private property, along with about 7 other property owners in that area. The balance of the project service lines were within a right of way or easement area where the City had legal access to the property. The council tabled any decision until the August council meeting. The public works committee will meet and discuss prior to the council meeting and come back with a recommendation.

The contractor is still working on the final punch list. The council and Jeff Kuhn have been disappointed with the work from Riley Bros. this year as they are finishing up the project. Kuhn has relayed this disappointment to the contractor and we hope they provide a higher quality of work as they finish up the last few items on the list.

The council discussed the curb on Cedar, next to Nick Olson's house. It is causing the Olson's continued issues with their basement flooding. Jeff Kuhn will request that the contractor repair the trench caused by the project. The council was in agreement to pay the balance of the repair work on the curb to eliminate the water issues.

Water quality issues – we are still working on the problem. Tonka may have a recommendation soon.

### **TFC Poultry**

Trent or Darrin Froemming were not at the meeting and had relayed this information to the clerk prior to the meeting. They also stated that they do not have the ability to pay as they promised in an agreement which they signed in December, 2012 for past due fines from the pretreatment agreement. The council voiced concerns over working with TFC Poultry over the last 5 year without a firm plan in place for pretreatment and the issues with the fines not being paid as promised without any sort of communication. Jaenisch moved to send a letter to TFC that they need to have a firm plan in place and they will now need to pay \$5000 per month until they become current and they must stay current after that point. Koefod 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: \$16,285.11, Claims for Approval: \$63,383.52, Addition Prepaid Claims - \$0 and additional Claims for Approval \$808.48 for a total of \$80,477.11. Jaenisch went through the bills and the bank statement ahead of time and gave prior approval. Karl seconded. MCU

### **Mayor's Report**

- Mayor's Meeting

### **Council Reports**

None

### **Administration**

The Clerk/Treasurer's Report was accepted. The report details work done by the Clerk/Treasurer for May 8<sup>th</sup> – June 10<sup>th</sup>.

- Work Comp Audit
- EDA-meeting and preparation of several items for meeting, fielded questions from prospective business owners.
- Nursing home building – set up public info meeting, requested info from architect, public meeting, work with architect on a reduced rate for feasibility study.
- GrOW Grant County – meeting in Barrett, prepared grant application, met with WCI on application, sent in final app.
- Art Commission – grant presentation, received word that grant was funded, prepared press release, prepared general info for brochures and posters, finalized details for project.
- Updated web-site with Appreciation Days and Arts project information.
- Utility billing conversion.
- Sanitary sewer project – personal service issues-discussed with Jeff Kuhn, Larry VanHout and Richard Walton, fielded questions to pass on to engineers.
- Worked with Tollefson on Consumer Confidence Report, mailed, published and posted.
- Country View Estates – worked with financial advisor, met with Walton, Jaenisch and property owner.
- MCFOA – set up sales tax training in St. Cloud.
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### **Public Safety**

#### **Police Report:**

- Traffic Stop – 11
- Public Assist – 6
- Alarm – 1
- Family Service – 1
- Domestic – 1
- Burglar Alarm – 1

The council reported that they have been receiving good comments about our police department.

The council feels that there is a need for a 4-way stop at the junction of County Road 82 and Highway 78. Martin and Obright will look into the process for the request.

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

Ambulance Calls – 19, 0 in the City

Fire Calls – 0, 0 in the City

Jaenisch moved to approve the fire department purchase of a radio cabinet for Unit 3 as presented. Karl seconded. MCU

The council was in agreement with the Fire Department that a letter should be sent, as presented, to a business with a recent fire call. The letter suggests that the Fire Department is willing to do a walk-through in the building in order to make recommendations on reducing fire hazards.

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

Arrow EMS has not had significant developments since the last update other than getting inquiries from 3 Ambulance/First Responder services about doing continuing education.

### **Public Works**

#### **Public Works Report:**

- Sludge judging was done with a reported 5 to 13 inches at the sanitary sewer ponds. Continued use of bio-bugs should help reduce the sludge.
- Doors for the park shelter have not come in and will not be done before Appreciation Days.
- The painting of curbs, etc. has been completed by someone in need of doing community service.
- Ponds have been sprayed.
- Tollefson will get prices on changing chlorine gas to liquid. It is much safer and takes less staff time.
- The council would like Tollefson to get prices on replacing the fence at the sanitary sewer ponds.

The compost site has a large amount of debris that needs to be removed. Jaenisch moved to spend up to \$900 to get this done. Jordan seconded. MCU

The work order report was reviewed. There is a need to replace touch pads and/or meter wires on a few accounts that haven't been done. Tollefson said that he has issues getting into basements to get some of these done. Council stated that he should give them 30 days to get the repair done or they will be disconnected.

### **Old Business**

EDA Report was presented.

Jaenisch moved to approve the incentives for the current homeowners at Country View Estates as presented. Jordan seconded. They will both receive a credit on their utility bill in exchange for the elimination of Tax Increment Financing.

The council would like to have the Country View Estates committee work on some changes to the covenants and work with the current home owners.

Jaenisch moved to approve **Resolution 2013-07 Resolution Declaring Cost to Be Assessed and Ordering Preparation of Proposed Reassessment in Connection with Ashby Country View Estates.** Karl seconded. Roll call vote: those voting for – Karl, Jaenisch, Grover, Jordan and Koefod; those voting against – none. MCU

Karl moved to approve **Resolution 2013-08 Calling Hearing on Reassessment for Ashby Country View Estates.** Jaenisch seconded. Roll call vote: those voting for – Karl, Jaenisch, Grover, Jordan and Koefod; those voting against – none. MCU

The new utility billing conversion is complete. Several issues had to be worked out but things seem to be working as they should be.

The Bush grant application for the feasibility study on the former nursing home building has been completed and submitted.

Jaenisch moved to pay \$60 towards the GrOW Grant County website. The additional amount needed is above and beyond what was written in the grant. Each community is asked to pay this amount. Karl seconded. MCU

**New Business**

Jaenisch moved to approve **Resolution 2013-06 Accepting \$125 Donation from Ashby Community Club for the Porta-potty at Memorial Park.** Jordan seconded. Roll call vote: those voting for – Karl, Jaenisch, Grover, Jordan and Koefod; those voting against – none. MCU

The council discussed the Utility Billing Policy after a council member was approached about the “new account fee.” This fee is applied to all new accounts and helps to cover staff time for reading the meter, setting up the account, etc. It was decided that this fee is appropriate as it is.

Karl made a motion to move the September council meeting to September 18<sup>th</sup>. Jordan seconded. MCU

There are issues with a current business and their continued violation of the nuisance ordinance and the need to clean up their property. Obright will draft a letter and will present to them in person. They will get a 2-week time limit to get this job done.

A reminder needs to be sent to a property owner that replaced his sewer service last year to replace the sidewalk that was removed.

A continued issue with out-of-town garbage bags being left in town was discussed. Martin will put a reminder in the paper and will also discuss with West Central Sanitation.

The base for the Ashby sign was installed. The council was in agreement to order another Ashby sign so it can be seen from either direction.

Koefod moved to adjourn. Jaenisch seconded. MCU Adjourn 7:55 p.m.

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Valerie Martin, Clerk/Treasurer