

## **Ashby City Council Meeting and Public Hearing for Change to the Zoning Ordinance – September 18, 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 and Thor Tollefson, Public Works & Police Chief, Jeremy Obright, Police Officer, Dennis Helle and Judy Helle. Visitors: Curt Hokanson & Darrin Froemming.

The pledge of allegiance was recited.

Grover called the public hearing for the changes to **Ordinance 151 – An Ordinance Establishing a Zoning Code**. He asked for public comment. There was none. Karl moved to approve the changes as presented. Koefod seconded. Roll call vote: those voting for: Koefod, Jordan, Grover, Karl and Jaenisch. Those voting against – none. MCU

The hearing was closed and the regular meeting was opened.

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

Curt Hokanson made a request to have the administrative fine he received appealed. He has worked on getting his property cleaned up since the council meeting last month. Jaenisch to approve the appeal and he will not need to pay the fine. Koefod seconded. MCU Council asked that he continue to keep working on cleaning up his property and specifically asked that the old tires get removed often.

### **Water Quality Issues**

Martin reported that WSN is currently working on a detailed quote document to be sent out for the work at the water treatment plant. Jaenisch voted to move forward with the project and that the documents state we have a "right to refuse" clause. Koefod seconded. MCU

### **TFC Poultry**

Darrin Froemming reported on financial issues with TFC Poultry. They are working on restructuring, interim financing and long term financing. He will e-mail a weekly update to the council and will have more information at the October council meeting.

### **Consent Agenda**

Jaenisch moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid Bills: \$46,203.78, Claims for Approval: \$36,143.29, Additional Prepaid Claims - \$0 and additional Claims for Approval \$2,488.73 for a total of \$84,835.80. Jordan 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
- Meeting with area legislators

### **Council Reports**

None

### **Administration**

The Clerk/Treasurer's Report was accepted. The report details work done by the Clerk/Treasurer August 7<sup>th</sup> to September 17<sup>th</sup>.

- Arts Commission – Farmers Market and Community Festival – Prepare items for each evening, ordered supplies and photos, set up display of winning photos at bank, prepared press release for results of contest, volunteered time at events.
- Appointed to CTAS (City and Township Accounting Software) state task force via State Auditor's office. Reviewed information for changes to software program, participated in conference call.
- Central Lakes Trail – financials/meeting
- Ashby sign – worked with Swedberg on changes to plant design.
- Wastewater project – worked on assessment list with Jeff Kuhn, prepared council resolution with help from Jeff Kuhn, requested information from financial advisor, prepared unique situations for the council.
- Country View Estates – ads and press releases.
- Prepared police financials for police commission, met with Dalton group as they requested.
- Capital Improvement Plan – reviewed numbers and calculated pay-back timeline.
- Work session – council.
- TFC Poultry – background/research information from other cities, rate structures, etc.
- General Fund Budget – prepared budget, CIP and truck replacement numbers, debt service, met with budget committee.
- Special council meeting.
- Prepared preliminary levy and sent to County Auditor.
- MCFOA advanced academy training in Maple Grove.
- Background info on cost for sludge removal from WSN and MRWA.

### **Public Safety**

#### **Police Report:**

- Agency Assist – 5

- Public Assist – 4
- Lost and Found – 2
- Weather – 1
- All Other – 1
- Motorist Assist – 3
- Ambulance Assist – 1
- Damage to Property – 1
- Disturbance (Domestic) – 1
- Animal – 1
- Theft - 1

Police Commission met with the City of Dalton to discuss some possibilities of contracting. The biggest issue is that we are in 2 separate counties with different types of reporting software. They would need to purchase a computer and software in order to make this happen at quite a large expense. They were presented with a dollar figure for hourly contracting should they want to consider moving forward. Many details would have to be worked out. We have not heard from them since the meeting. The commission also gave them some other ideas and contact information.

Obright had some concerns about the council eliminating the administrative fine earlier in the meeting. Council assured Obright that the council supports the police department and felt this was a unique situation especially since they council members were the ones that directed him to deal with the situation. They felt the situation has improved and is being taken care of.

**Fire Department Report:**

Ambulance Calls – 15, 4 in the City  
 Fire Calls – 2, 0 in the City

Tollefson said that he has talked with the Fire Chief about the council's issue with fire department members driving too fast in their personal car when responding to an emergency. Walton will draft a letter to the fire department explaining the implications should someone get in an accident.

Tollefson reported that he is looking for a used, free cage for the Dodge truck as it will also be used by the police department at times.

The red Chevy truck will be going to auction in New York Mills.

**Arrow EMS Report:**

Arrow EMS will be instructing in Tintah in September. Arrow EMS continues to provide monthly training/speakers for the Ashby fire and ambulance department. They continue to work on the upcoming schedule.

**Public Works**

**Public Works Report:**

- Gutters and tiling at the Fire hall is complete.
- The state hit a force main structure and broke a force release. Bills will be sent to MnDOT for repairs. We were not able to pump from the lift station for a full day until it was fixed. We had the lift station loaded in pumper trucks and hauled to the sewer ponds.
- Tollefson has started working on the process for discharge at the sewer ponds.
- Tollefson continues to backwash at the water plant by hand twice a week.
- Still working on costs for liquid chlorine.
- The 1-ton is still in Wahpeton being repaired.
- The Ashby sign has been installed.
- Equipment has been installed on the water tower for the Grant County paging system.
- They will be leveling the ground at Memorial Park for the skating rink.
- Koefod reported that Don Amundson approached her about manholes and water shut-offs that need to be lowered prior to snow plowing. The county will mark them.

The work order report was reviewed.

The bids for the doors at the park shelter were reviewed. Karl suggested we get it rebid with some changes.

The council discussed snow removal on sidewalks for commercial property. Do they want to offer a free service, request donations and try it for one year? Tabled until the next meeting.

**Old Business**

The council received a report from the Country View Estates committee. They met with the current homeowners to discuss possible changes to the covenants. We need 100% approval from all homeowners to change the covenants. The group will continue to work on this. It was suggested that prospective homeowners could buy an additional lot, show they want extra space or, dependent on the situation, the council may consider selling ½ of an adjacent lot with the sale of a lot. An open house is being planned with the school to get the word out about the development, provide information on building a home, along with information about what's going on at the school.

Jordan moved to approve advertising Country View Estates in the 2014 Julie Rettig map at \$375. The maps will be available for 2 years. Karl seconded. MCU

Jaenisch moved to approve **Resolution 2013-12 Resolution Approving the Decertification of Tax Increment Financing 1-3 of the City of Ashby.** Karl seconded. Roll call vote: those in favor – Karl, Jaenisch, Grover, Jordan and Koefod; those against – none. MCU

Jaenisch moved to approve the following unique situations for the sanitary sewer assessments. Jordan seconded. MCU

- The lot that Jim Burma estate owns on Norge/Cedar has two connections. There are 2 lots on his property. **The property will receive one assessment and one postponed assessment.**
- TFC has 2 connections to their building. **They will receive one assessment.**
- The City has a total of 6 connections. The City will be included on the assessment roll and will get an assessment for each connection
- Cody Johnson now owns the corner lot on Main/Larson where Violets' Gifts used to be located. Do we consider that a double assessment? **The property will receive one assessment and one postponed assessment.**
- Park Region has a stub into their building. They do not have any water service in the building. **They will receive a postponed assessment.**
- The old nursing home building has 2 connections. **The property will receive one assessment and one postponed assessment.**
- **Postponed assessments will not be considered in the total calculation and will be certified to taxes if the connection is utilized in the future.**

Jaenisch moved to approve **Resolution 2013-13 Resolution Calling Hearing on Assessments for 2012 Wastewater Improvements and 2012 Birch Street Improvements.** Karl seconded. Roll call vote: those in favor – Karl, Jaenisch, Grover, Jordan and Koefod; those against – none. MCU

Council discussed their continued concern about the safety of the intersection at County Road 82 and Highway 78. Martin and Obright will work together on this and bring more information to the council.

#### **New Business**

There has been some discussion in the community about using the outdoor theater and sound equipment. Council will not allow this equipment to be borrowed out. The chance of it getting damaged is too great.

The warming house roof is in poor condition and should be replaced. Jaenisch will talk to Dustin Steenblock at the school to see if the students could work on replacing it. A quote was received from Lakeside Lumber for material. Karl moved to pay up to \$650 for the roof. Jaenisch seconded. MCU

The LP contract with the Equity was discussed. Prices will be presented at the next meeting.

The League of MN Cities Regional meeting is scheduled for October 31<sup>st</sup> in Morris for those that would like to go.

The council discussed the possibility of a shared calendar with employees. It will not work as not all of them use Microsoft Outlook.

The council discussed some commercial property in the city that needs to be cleaned up. A letter should be drafted to all businesses reminding them to keep their property clean.

Jaenisch moved to adjourn. Karl seconded. MCU Adjourn 7:45 p.m.

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Valerie Martin, Clerk/Treasurer