

Ashby City Council Meeting – November 10, 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. Absent was George Jordan. Also present was Val Martin-Clerk/Treasurer; Thor Tollefson, Public Works Supt./Police Chief, Richard Walton, City Attorney & Police Chief, Jeremy Obright, Police Officer, and Judy Helle. Visitors: Kenny Peterson, Trent Froemming and Darrin Froemming.

The pledge of allegiance was recited.

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

Visitors

A resident was in attendance and voiced his concern over not being able allowed to enter one of the businesses in town. The council again told him that they do not have jurisdiction over this situation and this business has every right to allow or not allow whomever they want into their building. They are violating no City regulations.

TFC Poultry

Trent and Darrin Froemming were both present. They are continuing to work hard on securing contracts for the next year and future expansion plans. The council voiced concerns about the balance they owe on fines and the possible sludge build up at the sewer ponds. Sludge is not an immediate issue but if the buildup continues, it could be a very costly expense for removal in the future. The council asked for a personal guarantee for the fines they owe. They will work on this and will bring more information to the next council meeting.

Karl moved to place a deadline on TFC Poultry to have a pretreatment system in place by June 30, 2014. Koefod seconded. MCU

A letter was received for MN Pollution Control. The letter requested additional information from the City on several issues including past-due reports and several items related to TFC Poultry. MPCA requested a response from the City and the letter stated that impending fines will be dependent on the response they receive from the City. Tollefson and Martin, with the help of WSN, prepared the information requested. A response was drafted and included all items that MPCA requested. Karl moved to approve the response letter/packet. Jaenisch seconded. MCU

Water Quality Issues

Quotes will soon be ready to send out again to vendors. More information will be available at the December council meeting.

Sanitary Sewer Project

A final walk through was completed with Tollefson, Grover, Jeff Kuhn from WSN and Jim Rentz from Riley Bros. Construction. They felt everything was complete. Riley Bros. gave an extended guarantee on work done on East Main. This guarantee was received in writing. Grass seeding may still be an issue and they will come back and take care of issues related to this. Jaenisch moved to approve **Resolution 2013-17 Final Approval of Sanitary Sewer Project**. Koefod seconded. Roll call vote: those voting for: Koefod, Grover, Karl and Jaenisch. Jordan absent. Those voting against: none. MCU

Consent Agenda

Jaenisch moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid Bills: \$20,277.84, Claims for Approval: \$132,167.87, Additional Prepaid Claims - \$0 and additional Claims for Approval \$299.25 for a total of \$152,744.96. Grover went through the bills and the bank statement ahead of time and gave prior approval. Koefod seconded. MCU

Mayor's Report

- Sanitary sewer walk-through.

Council Reports

None

Administration

The Clerk/Treasurer's Report was accepted. The report details work done by the Clerk/Treasurer October 8th to November 12th. These are in addition to regular monthly activities.

- Assessment – Fielded many questions from residents. Went through hearing information with Jeff Kuhn, requested information from financial advisor, prepared final assessment list.
- GrOw Grant County – Prepared minutes, agenda and information, attended meeting, submitted Local Government Innovation Award application, met again and helped work on retail survey to be sent out.
- Ashby Area Showcase – vendor letters & registration, several planning meetings, advertising, posters, vendor list, map layout, prepared City and GOGC items for showcase, worked with committee on the day of the event.
- MCFOA-attended board meeting in St. Cloud, prepared newsletter, worked on regional training in Cold Spring, was asked to be a presenter at the spring conference.
- Economic Development - \$50 challenge to paper and on Facebook, prepared for and attended EDA meeting.
- Prepared press release on water quality issues with help from WSN.
- Land use permits to assessor.
- Sales and Use training in St. Cloud.
- SAM registration – needed for federal funding.
- Board of Appeals report to County Assessor.
- Emergency management info to county.

- League of MN Cities regional meeting in Morris.
- MCPA letter – sent to council and staff, worked with WSN and Tollefson on items needed for response, prepared letter for TFC and hand-delivered.
- Sewer project – went through financials, sent bills for reimbursement, and informed Tollefson that we can purchase a locator with grant funds.
- Nursing home – checked on grant/loan funding.
- Vacation/comp time forms to employees as requested by council.

Public Safety

Police Report:

Motorist Assist – 2
 Ambulance Assist – 1
 Burglary – 1
 Traffic Stop – 4
 Missing Person – 1
 Domestic (verbal) – 1
 Agency Assist – 2
 Suspicious – 2
 Accident – 2

Fire Department Report:

None

Arrow EMS Report:

Future training for Ashby Ambulance includes variance medication review and 12-Lead EKG for new equipment that the ambulance service received through a grant. This equipment will help in early diagnosis of heart attacks. Several upcoming classes are pending with the possibility of some new customers.

Public Works

Public Works Report:

- League of MN Cities Insurance Trust Visit
- All reports have been completed and everything is up to date. Tollefson reported that he has everything put together in a binder in his office. Koefod requested that Tollefson include this information in the council packets each month – what reports are due and when they have been submitted. Grover asked Tollefson to also include this information on the employee work schedule – which reports are due and the deadline to submit them. Tollefson agreed that this can be done.
- A council member asked about the sign in sheet in the office – Grover stated that it seems to be working ok.

Jordan joined the meeting.

- The request for reimbursement from MnDOT for the damage done to the sanitary sewer structure on Highway 78 was discussed. The letter will be sent to Fergus Falls MnDOT and the supervisor above him.
- The one-ton truck is finished and back in service.
- A new quote was received from Lakeside Lumber for the park shelter doors. Some changes need to be made to the items listed. Jaenisch moved to approve up to \$2000 be spend on the park shelter doors (material only). Koefod seconded. MCU

Magnetic “City of Ashby” signs will be ordered for the new Dodge pickup. They are \$40 each.

The Ashby Area Showcase went well and suggestions for next year include – doing it in the summer months, include another event with it, etc. The committee will probably have a wrap up meeting to discuss future options.

The Ashby sign is installed and looks great. There is a need to help pay the additional expenses for the sign. Council requested that Martin send a letter to businesses and organizations to help pay the balance.

The council requested that Martin and Tollefson complete a calendar list of reports and contacts for this meeting. A copy of the Clerk/Treasurer report was submitted. Tollefson informed the council that this information is in his three ring binder.

Martin and Jordan reported on GrOw Grant County. A retail survey has been sent out and the information will be compiled and the organization will receive a report in January.

Jaenisch reported that school students may not be able to work on the warming house roof this spring because of a height restriction. Steenblock will find out and get back to him.

Jaenisch moved to approve **Resolution 2013-15 Donations - \$100 to the Fire Department from Nancy and Larry Purdon and \$300 from Lake Region Threshermen for the Ambulance Department**. Koefod seconded. Roll call vote: those voting for: Koefod, Grover, Karl, Jordan and Jaenisch. Those voting against: none. MCU

Martin distributed the League of MN Cities policy recap information to the council.

Third quarter financials were distributed.

Jordon moved to allow Martin and pay expenses to attend the International Institute of Milwaukee in May of 2014. Karl seconded. MCU

Jaenisch moved to approve **Resolution 2013-18 Amending Resolution 2013-12 Decertification of TIF at Country View Estates**. Karl seconded. . Roll call vote: those voting for: Koefod, Grover, Karl, Jordan and Jaenisch. Those voting against: none. MCU

Jaenisch moved to adjourn. Karl seconded. MCU Adjourn 7:25 p.m.

_____ Valerie Martin, Clerk/Treasurer