

Ashby City Council Meeting – February 13, 2014

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; Jeremy Obright, Police Officer; Richard Walton, City Attorney; and Dennis Helle and Judy Helle. Visitors: Jenny Tollefson, Darrin & Trent Froemming

The pledge of allegiance was recited. Jaenisch moved to approve the agenda as amended. Jordan seconded. MCU

Visitors

No visitor issues

Consent Agenda

Jaenisch moved to approve the Consent Agenda as follows:

- Approval of minutes as amended from the previous month.
- Approval of bills: Prepaid Bills: \$27,672.47, Claims for Approval: \$24,140.12, Additional Prepaid Claims - \$0 and additional Claims for Approval \$641.65 for a total of \$52,454.24. 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

Council Reports

None

Administration

- Safety meeting
- Commission/Committee list for 2014
- Standard and Poor's Report completed
- Abatement research
- Set up payroll for 2014
- Central Lakes Trail meeting and financials
- Country View Estates meeting with developers
- 2014 fire contracts
- Country View Estates meeting
- W-2 and W-3 forms completed
- 1099's
- Quarterly reports
- State W-2 info
- SRTS grant application completed and submitted
- Auditors were here
- Report of outstanding indebtedness
- Budget report completed and submitted/published
- Pay Equity report
- Lobby reporting form
- Updated 2013 investments
- Updated and balanced donations fund
- MCFOA training in Cold Spring
- Work comp renewal
- 2013 year end financials to council

Public Safety

Police Report:

- Traffic Stop – 7
- Agency Assist – 3
- Lost and Found – 1
- Ambulance – 3
- Motorist Assist – 3
- Public Assist – 3
- Harassment – 1
- Animal – 1
- Assault – 1

DARE will be starting next week.

Fire Department Report:

- Ambulance Calls – 30, 7 in City
- Fire & Rescue Calls – 0, 0 in City

Koefod moved to approve the Fire Department officers as follows: Mark Zlotnick – Chief, Matt Jensen – 1st Assistant Chief and 2nd Assistant Chief – Jim Risbrudt. Jordan seconded. MCU

Fire Contract signing is set for February 12, 2014 at 7:00 p.m.

Council received correspondence from the Fire Department regarding safety concerns that were addressed through the League of MN Cities Insurance Trust.

Arrow EMS Report:

The recent CPR/First Aid training with Mr. Kent's anatomy class went well. Head Start teachers from the area will be taking a CPR and Pediatric First Aid class. The new education program application has been submitted.

Public Works

Public Works Report:

- Wastewater ponds - Continued measuring and bio bug treatment
- Water plant – Doing general maintenance, repairing insulation and re-taping in place, weekly checking chlorine and fluoride injector feeds.
- Snow removal – as needed, had someone come in with a blower to remove some snow at Country View Estates
- DMR was submitted on 2/3/2014
- Monthly fluoride report was submitted on 2/3/14

A residents' water was shut off for nonpayment on January 31st.

A letter from MnDOT was distributed to the council explaining their proposal for cost sharing the expenses at the sanitary sewer structure that was damaged on Highway 78. Jaenisch moved to accept the MnDOT offer. Koefod seconded. MCU We need to make sure the structure has dirt around it so it is flush and that it has been marked.

Old Business

Karl move to approve the change to the covenants at Country View Estates. Jaenisch seconded. MCU They will be distributed to property owners for approval.

Jordan moved to approve the continued contract with the realtor. Karl seconded. MCU

Safe Routes to School Planning Grant was completed by Martin and submitted.

Pay Equity report was completed and submitted by Martin.

Council discussed the option of the PO Box versus a mailbox. Martin will check on options to purchase a locked box.

January safety training was attended by Martin, Tollefson, D. Helle, J. Helle, and Obright.

The council and staff will schedule another meeting time to go through the Personnel Policy at the March council meeting.

Jordan moved to approve the final pay estimate for the sanitary sewer project contingent on Rural Development's approval and all required paperwork has been submitted. Jaenisch seconded. MCU

Martin and Jordan updated the council on GrOw Grant County. There will be a public meeting on March 31st at the Community Center in Elbow Lake to reveal the results of the retail survey.

A letter was received from MPCA regarding the notice of violation. A fine was incurred but they have forgiven the fine as all requirements have been met.

TFC Poultry

Darrin and Trent Froemming joined the meeting. They has discontinued slaughtering and be only doing packaging and deboning. They made a request to discontinue testing. They will start paying back the fines on March 31st. The council decided that we need to hold a special meeting to discuss how this affects the agreement and need the advice of the engineers. A special meeting was set for February 12th at 6:00 p.m.

New Business

Karl moved to purchase a new time clock as presented with rack to hold time cards. Jaenisch seconded. Jordan voted no. Motion Carried.

Koefod moved to approve **Resolution 2014-02 Accepting Donations - \$1000 from Ashby American Legion for the Fire Department and \$200 from Lake Region Healthcare for the Ashby sign.** Jaenisch seconded. Roll call vote: Jordan – yes, Koefod – yes, Grover – yes, Jaenisch – yes and Karl – yes. Those voting no – none.

2013 unaudited financials were distributed to council. Koefod moved to accept. Jordan seconded. MCU

Board of Appeals and Equalization is set for April 3rd from 5:30 to 6:00 p.m.

A letter was received from a property owner that owns commercial land offering to sell the land to the City. Council requested more information.

March council meeting will stay on the same date.

Koefod moved that no smoking be allowed in any city owned buildings, vehicles, equipm
MCU

A complaint of feral cats being fed on someone's property other than the owner was discussed. Obright will approach the person and discuss along with a follow up letter.

Karl moved to adjourn. Jaenisch seconded. MCU Adjourn 7:15 p.m.

_____ Valerie Martin, Clerk/Treasurer