

Ashby City Council Meeting – April 10, 2014

Mayor Grover called the meeting to order at 6:00 p.m. with council members Ron Jaenisch, Jim Karl and Marcia Koefod present. Absent was George Jordan. Also present was Val Martin-Clerk/Treasurer; Thor Tollefson, Public Works Supt.; Jeremy Obright, Interim Police Chief; Richard Walton, City Attorney; Dennis Helle and Judy Helle. Visitors: Jenny Tollefson, Rosie Nissen, Dean Birkeland from Carlson-Highland, Larry VanHout from WSN, Darrin Froemming, and Trent Froemming.

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

Visitors

Dean Birkeland from Carlson-Highland presented the 2013 audit report. Koefod moved to approve the report. Jaenisch seconded. MCU

Darrin & Trent Froemming from TFC were at the meeting to discuss their latest plan and talk about their e-mail notification to the council stating they cannot pay the fines as agreed. They also informed the council that with the restructuring they've made, they cannot give them a timeline when those fines can get paid. They mentioned the testing that has been done so far since their transition shows favorable results. They still continue to work on new contracts for the future. There was a lengthy discussion on how to handle the situation. Council has issued with their continued promises and no follow-through. Karl moved that TFC pay \$1000 each month, due the same date as council meetings with the first payment due on June 11, 2014. Jaenisch seconded. MCU TFC was not in agreement with this decision.

Jordan joined the meeting.

Larry VanHout reported on the water plant. The majority of the work has been done. Tonka was here today to look over the changes. Tonka will do a summary page of maintenance for the water plant. As soon as valves are thawed, hydrant flushing can start. Jaenisch moved to approve the pay estimate to Municipal Services for the water treatment plant. Koefod seconded. MCU

Larry also reported on the issues at the lift station. It appears that the issues may be partially due to the generator, which was not replaced with the project. WSN will pursue project money for a new generator.

Consent Agenda

Karl moved to approve the Consent Agenda as follows:

- Approval of minutes as amended from the previous month.
- Approval of bills: Prepaid Bills: \$25,928.01, Claims for Approval: \$91,840.06, Additional Prepaid Claims - \$0 and additional Claims for Approval \$0 for a total of \$117,768.07. Grover went through the bills and the bank statement ahead of time and gave prior approval. Jaenisch seconded. MCU

Mayor's Report

Received a thank up from the Humane Society.

Council Reports

None

Administration

- Attended MCFOA Conference
- Ness Property – contacted owners/came to agreement.
- Attended LMC Loss Control Workshop
- Audit – Auditors were here/prepared several items for finalization of audit report.
- Credit to residents for water usage to those that requested.
- TFC Poultry – reminder on fines due. Sent them information they requested.
- Sent out letters for Country View Estates – change to covenants.
- Several items related to personnel/hearing board, etc.
- Grow Grant County meeting in Elbow Lake – prepared items for meeting and attended.

Public Safety

Chief of Police Report:

- Obright attended Loss Control Workshop
 - 1st session – How to stay compliant with the world of changing technology
 - 2nd session – Why police reports are a big deal
- The defibrillator in the squad card needs a new battery. Jaenisch moved to purchase. Karl seconded.
- Obright requested the purchase of a new office chair in the police office. Jaenisch moved to approve this purchase, up to \$250. Jordan seconded. MCU
- Jaenisch moved to allow Obright use accrued comp-time to purchase a new gun. Karl seconded. MCU
- Rather than paying for a portion of Obright's cell phone each month, Jaenisch moved to allow a Police Department issued phone through the City's plan. The cost will be about the same or less than we are paying now. Jordan seconded. MCU
- There was a concern about the police equipment in the white truck and whether it is legal for Tollefson to use it, if he is no longer working as a police officer. Obright contacted the League of MN Cities. They cannot find any statute stating that this was illegal.

Police Activity Report:

- Traffic Stop with Speed – 2

- Agency Assist – 3
- Suspicious Activity – 2
- Alarm – 1
- D.A.R.E. – 7
- Family Service, Cite for Driving after Revocation – 1
- Accident – 1
- Motorist Assist – 2
- Theft – 1
- Traffic Stop with Equipment – 7
- Traffic with Improper Pass – 1
- Lost and Found Property – 1
- Traffic Stop with Expired Tags – 1

Jaenisch moved to approve Obright as interim Chief of Police. Details of this position and part-time coverage will be worked out later. Jordan seconded. MCU

Fire Department Report:

- Ambulance Calls – 18, 4 in City
- Fire & Rescue Calls – 2, 0 in City

Karl made a motion to approve payment for 4 registrations of Fire Department members for the Fire Conference to come out of the General Fund. Koefod seconded. MCU

Jaenisch moved to approve **RESOLUTION NO. 2014-03 Statewide Volunteer Firefighter Retirement Plan**. Jordan seconded. Roll call vote: those voting for – Jordan, Koefod, Grover, Karl and Jaenisch. Those voting against – none. MCU

Arrow EMS Report:

Arrow EMS is in the process of concluding the EMT training in Sunburg. The Ashby ambulance service continues to train the 3rd Tuesday of every month. During these sessions, lecture combined with hands-on skill sets are reviewed and practiced. Arrow EMS is starting to plan for courses for the remainder of 2014 and winter of 2015.

Public Works

Public Works Report:

- Wastewater ponds – continued weekly measuring and bio bug treatment.
- Water plant – weekly checking and chlorine and fluoride injector feeds. New filter is installed and on-line.
- Snow removal is done and loader is back at Ness Backhoe.
- Monthly fluoride report was submitted on 4/2/14, due on the 10th.
- Next quarterly fluoride test is due on 4/30/14.
- Next quarterly BAC-T test is due on 4/30/14.
- 4 hour composite was done on 3/18 and 3/19. Tollefson also shared a comparison from February results along with results from TFC.
- A quote was received for some storm sewer repairs. With the amount of money proposed, the council requested that Tollefson get additional quotes.
- Johnson Jet Line can clean valve boxes at \$295/hour. Not all will have to be done and the council decided this should be done after street sweeping.
- Tollefson will contact street sweepers for a clean-up this spring.

Koefod moved to extend the deadline to May 15, 2014 for credit on utility customers that have a concern regarding water freezing up. Karl seconded. MCU

An account was discussed where the water pipes had frozen and burst. The house was empty and the water went through the system for possibly 20-plus days with a usage of over 200,000 gallons in the last billing cycle. The owner sent a letter stating that the meter was probably not working properly. Martin also presented an e-mail from the salesman at Fargo water asking if this was a possibility. He stated the usage was very possible over that time period and meters do not run fast, it is not possible. After discussion, the council decided to credit them for the sewer fees which were \$952.33. Karl moved to approve. Jordan seconded. MCU

Old Business

An update on Country View Estates was discussed. The letter for changes to covenants has been sent to property owners.

The council set a date of May 6, 6:00 – 8:00 p.m. to work with full-time personnel on changes to the Personnel Policy.

Funding for the water treatment plant work is delayed until all work has been completed and bills received.

We received word that the City of Ashby/Ashby Public School has received a Safe Routes to School Planning grant.

Use for the Ness property was discussed. It was tabled until the property sale has been finalized.

Board of Appeals training is July 23rd in Fergus Falls. Martin will register Jaenisch, Koefod and Jordan.

Jaenisch moved to approve outdoor liquor permits for the Ashby Legion for May 10th (outdoor permit); July 19th (outdoor dance permit); and August 9th (outdoor permit). Koefod seconded. MCU

New Business

Quarterly comp-time and vacation reports were reviewed.

The Ashby City Council is meeting in closed session per attorney-client privilege as permitted by Minnesota Statute 13D.05 subd. 2(b).

The mayor recused himself from the closed meeting and did not return.

The council reopened the meeting and set a special council meeting for April 16th at 6:00 p.m.

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

_____ Valerie Martin, Clerk/Treasurer