

Ashby City Council Meeting – May 10, 2014

Mayor Grover called the meeting to order at 6:00 p.m. with council members Ron Jaenisch, Jim Karl, George Jordan and Marcia Koefod present. Also present was Val Martin-Clerk/Treasurer; Jeremy Obright, Police Chief; and Richard Walton, City Attorney. Visitors: Jenny Tollefson, Rosie Nissen, Ervin (Robbie) Risbrudt, Darrin Froemming, and Trent Froemming.

The pledge of allegiance was recited.

Mayor Grover called the hearing open for a variance request from Ervin Risbrudt for his property located at 412 Melby. No residents were in attendance to present concerns. The request is: *To change the set-back on the north side of the house from 6 feet to 3 feet and change the set-back on the west side of the house from 15 feet to 10 feet.* Reason for Request: *To allow for the construction of a two stall garage in front and to allow for an addition to the house allowing for 3 bedrooms on the main floor.* The Planning Commission met on April 23rd and their recommendation to the council is to grant the variance. Koefod moved to grant the variance. Karl 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: \$23,316.22, Claims for Approval: \$41,221.40, Additional Prepaid Claims - \$0 and additional Claims for Approval \$-4036.28 (one bill was listed twice) for a total of \$60,501.34. Koefod went through the bills and the bank statement ahead of time and gave prior approval. Jordan seconded. MCU

Visitors

Darrin & Trent Froemming from TFC were at the meeting to discuss their latest plan. They continue to have the same plan for operation. The testing numbers to date appear promising and one more month will help determine whether or not they are still considered a Significant Industrial User.

Mayor's Report

- Helped at Grant County Funfest
- Attended Economic Development Meeting
- Attended meeting with Fire Chiefs and Val

Council Reports

None

Administration

- Showcase/promotional meeting, contacted WC Comm Action and Habitat for Humanity to see if they had interest in building at CVE.
- Quarterly reports.
- Letter to Moeller's with credit/also discussed on phone.
- Country View Estates – researched options for abatement, etc., promotional committee meeting, updated brochure,
- Property insurance renewal form to Rylander Insurance.
- Several items related to resignation – such as insurance, COBRA notification, etc.
- New hire – job description, ad, reviewed application, advertising.
- Registered council for board of appeals.
- Variance request – posted, published, notice to home owners for hearing, planning commission notice and meeting.
- Farmers Market grant application.
- Staff meetings – 3.
- Business letter and forms prepared – Judy mailed out.
- MCFOA – Board meeting in Edina, worked on training to be held in Osakis in July.
- Grant County FunFest and Expo – Prepared and printed several items, volunteered time with Tom and Marcia the day of the event.
- EDA Meeting
- Meeting with Fire Chiefs/Tom – background checks, etc.
- Newsletter prepared, Judy mailed.
- Pet Clinic/ Clean up – published and made posters.
- Helped with plans for school clean up – notified DNR/ordered dumpsters, etc.

Public Safety

Police Activity Report:

- DARE – 1
- Public Assist – 2
- Animal – 3
- Ambulance Assist – 1
- Agency Assist – 4
- Traffic Stop (Equipment) 0 2
- Detox – 1
- Mental Issues – 1
- Public Assist (Traffic Control) – 1
- Motorist Assist (Unlock) – 1
- Traffic Stop (Expired Tags) - 1

The Police Commission reported that they met to discuss part-time options. The City could contract with the County for \$180/day, hire their own officer or try and hire one of the part-time deputies from Grant County. The 3rd option would be the most cost efficient as the County would be paying some of the start-up costs along with training. The County is in the process of hiring 3 part-time deputies so it would be dependent on the interest of these individuals. Obright will continue to work with the County on this and the County will help the City out in the interim at no cost.

Coots want to hold another paintball activity during their banquet. Walton will work with them on a liability waiver as last year.

Jaenisch moved to approve the wages for Jeremy Obright, Chief of Police at Grade 14, Step B retroactive to March 24, 2014. Karl seconded. MCU

Fire Department Report:

- Ambulance Calls – 29, 6 in City
- Fire & Rescue Calls – 0, 0 in City

Arrow EMS Report:

The Ashby Ambulance members toured the new Prairie Ridge Hospital in Elbow Lake as part of their April training. Arrow EMS is finalizing the details of instructing another CPR and First Aid Class for area childcare providers which will be held on May 17th. The week of May 18th is Emergency Medical Services week which is dedicated to recognizing emergency medical technicians throughout the US.

Public Works

Public Works Report:

- Front tractor tires – one was replaced last year and the other one needs to be replaced.
- Grover and Helle will continue to take care of public works items along with Jerry Buse doing the water and wastewater work.
- The Public Works committee met to look at the sewer jetting plan. Koefod moved to approve the plan but revise the location of where the jetting is done as some of the areas are new after the wastewater project. Grover will work with Johnson Jet Line on the changes. Jaenisch seconded. MCU
- The steps at the water plant are crumbling. Jaenisch will discuss with Johnson-Nelson Masonry.
- The skating rink is not level and would need some work in order for it to be used this winter.
- Jerry Buse's contract has been completed. Council has already approved his pay rate.
- WSN has made a request to USDA Rural Development for the replacement of a back-up generator at the lift station.
- Jaenisch moved to hire part-time summer help with a budget not to exceed \$1000 paying at minimum wage. Koefod seconded. MCU Martin will advertise the position.

Old Business

Jordan made a motion that the hiring committee for the public works position and will remain the same members. Obright will participate in the interviews as an observer. The committee will bring their recommendation to the council. Jaenisch seconded. MCU

A meeting with the Public Works committee, Grover, Martin, Obright and D. Helle will be held with the new employee to go over the council's expectations for the job. The meeting will be posted as there will be a quorum of the council.

The council discussed possible wage changes when the trainee is licensed for wastewater, but not yet fully licensed. This will be discussed through negotiations.

A few options for Country View Estates were discussed. The change to covenants has not been successful. The committee will continue to pursue this and some other changes but will continue to focus on promotion. A mailing will be sent out this summer with some information on Country View Estates. This is a project between the City and the school and will include other information such as the school, business ads, business numbers, testimonials, etc. Jordan moved to delay the price of the lot (the assessment) for up to 2 years after the start of construction for anyone building a spec house. Karl seconded. MCU There was another discussion on possibly giving away the lots (paying the assessment) for the first person that would build a spec house. The council felt this was not a good idea at this point.

The Personnel Policy will be completed by Martin for approval at the next council meeting.

The funding for the water treatment plant work will be delayed to include work for the control/computer system.

Board of Appeals training is July 23rd in Fergus Falls. 3 council members will be attended and have been registered.

New Business

Karl made a motion to not waive the tort limit on the liability insurance. Jaenisch seconded. MCU

There was a discussion on whether or not to require a survey when someone makes a land use request. The council was concerned about the cost to the property owners for this and the requirement to notify neighbors should alleviate any issues.

Jordan moved to pay election judges \$10/hour and head election judge \$12/hour and include meals. Koefod seconded. Jaenisch and Karl opposed. Motion carried.

Questions have been raised to council members whether an individual can sell used cars on his property. The property is zoned commercial and the city has no requirements regulating this activity.

The need for a background check policy and an update to the ordinance was discussed. The personnel committee will meet and bring a recommendation to the council.

Jaenisch made a motion that each department head and the mayor have city-issued cell phones rather than reimbursing for use of personal cell phones. Koefod seconded. MCU

The discussion on moving from sick leave to PTO was tabled.

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

The meeting was reopened.

Karl moved to adjourn. Jaenisch seconded. MCU Adjourn 7:50 p.m.

Valerie Martin, Clerk/Treasurer