

Ashby City Council Meeting – August 14, 2014 Hearing for Wetterling Variance and Rezoning Request

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; Troy Johnson, Public Works; Judy Helle, and Richard Walton, City Attorney. Visitors: Michael Wetterling, Tom McSparron, and Mark Zlotnick.

Public Hearing – Rezoning Request

The request from the City is to rezone a portion of 208 Larson Ave. (the former Snack Shack property) from residential to commercial. A portion of the property is already zoned commercial, the request is for the balance to be zoned commercial. The Planning Commission met at 5:00 p.m. and recommends to the council to grant the request. Koefod moved to rezone the remaining property commercial. Jaenisch seconded. MCU

Public Hearing – Wetterling Variance

Description of Request:

We would like to build a 10x16 foot shed in our back yard. The most practical place for this shed is located 7 feet from our back property line and 14 feet from our side property line. The back property line is adjacent to a field and we would keep the shed 7 feet from the property line. The shed will be placed on a 10x16 floating slab of concrete. Current back yard zoning setback is 15 feet – request will reduce this to 7 feet. The side yard requirements fit within the zoning requirements.

Reason for Request:

The placement of the shed is closer to the property line than the 15 feet specified by the setback restrictions. The shed's placement if moved out to the desired 14 feet would be too close to the house to be functional. The shed's location is the most practical place in the property. The shed's primary purpose is to store equipment (lawn mowers and tools) that cannot fit in the garage. The lot is not suited for a larger garage and a shed would assist with storage. The shed would still be set back 7 feet from the back property line and is only adjacent to a farmer's field. The shed would meet all of the other setback restrictions being 14 feet away from the next closest property line.

The Planning Commission met at 5:00 p.m. to discuss the request. Their recommendation is to grant the variance. Jaenisch moved to allow Wetterling a variance to reduce the set back in the back yard to 7 feet rather than 15 feet. Koefod seconded. MCU

The Pledge of Allegiance was recited.

Karl moved to approve the agenda. Jaenisch seconded. MCU

Visitors

Tom McSparron from West Central Initiative was in attendance to go over the programs and opportunities West Central Initiative provides. It was noted that they have provided grant support over the last few years to both the City of Ashby and Grow Grant County. Jordan moved to commit \$500/year for 2015 and 2016 to West Central Initiative. Jaenisch 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: \$41,627.15, Claims for Approval: \$36,455.99, Additional Prepaid Claims - \$0 and additional Claims for Approval \$0 for a total of \$78,083.14. Jordan went through the bills and the bank statement ahead of time and gave prior approval. Jordan seconded. MCU

Mayor's Report

- Weekly staff meetings
- Attended Mayors' meeting
- Discussion with Jay McNamar on the continued concerns for the junction of County 82 and Highway 78. They are both working on this situation.

Council Reports

Jordan noted that the Ribfest and Car Show were well organized and it went well. There were several hundred people in attendance and it was great for the City.

Administration

- Discussed liability coverage with Rylander Insurance. Asked for additional information on liability limits.
- Letter to Pelican Lake Township regarding request for animal control.
- Ashby Promo Packet – finished printing additional copies for distribution.
- Farmers Market – finalized details and printed posters.
- Economic Development meeting in Fergus Falls.
- Made arrangements with Ness Backhoe for Ness property.
- Election – prepare packets for council/mayor candidates, posted sample ballot, set up primary election, picked up supplies.
- MCFOA-arrangements completed for training in Osakis, attended training, completed deposit of fees, etc.
- Variance and Rezoning App – sent in for publishing, sent to property owners, posted, set up Planning Commission meeting, sent to members.
- FEMA grant app – financial report completed, administrative working including help with specs, publication ad, and other requirements for grant.

- Vacation.
- Quarterly financials to council
- Safe Routes to School kick-off meeting.
- Prepared MCFOA newsletter.
- TIF reporting completed, sent to paper for publication, prepared resolution for fund transfers.
- Resolution for police PERA – part-time police.
- Health insurance renewal/changes.
- CAP/CURA grant for Grow Grant County.
- Notification for delinquent taxes sent to property owners, prepared resolution.

Public Safety

Chief of Police Report:

- Both part-time officers have started their patrol duties.
- Appreciation Days went well – minimal incidents.
- Continued everyday patrol detail.

Police Activity Report:

- Public Assist – 5
- Alarm – 1
- Violations – 1
- All Other – 1
- Animal – 2
- Accident – 1
- Motorists Assist – 1
- Suspicious – 1
- Information – 1
- Neighborhood Disturbance – 1
- Theft – 1
- Agency Assist - 1

There have been no charges from the County for the additional coverage over the last several months. The council is appreciative of this and a letter will be sent to the Sheriff's Office.

Jaenisch moved to approve 16 hours of part-time help for the Ashby Police Department. Koefod seconded. MCU

Jaenisch moved to approve **Resolution 2014-08 Adding Michael Wing to Police and Fire PERA plan.** Jordan seconded
Roll call vote: those voting for – Jordan, Koefod, Jaenisch, Karl and Grover; those voting against – none. MCU

Jaenisch moved to approve **Resolution 2014-09 Adding Josh Whiting to Police and Fire PERA plan.** Karl seconded.
Roll call vote: those voting for – Jordan, Koefod, Jaenisch, Karl and Grover; those voting against – none. MCU

Fire Department Report:

- Ambulance Calls – 19, 3 in City
- Fire & Rescue Calls – 3, 1 motor vehicle and 2 false alarms

Arrow EMS Report:

Arrow EMS is working on upcoming winter training. There will be a refresher and initial EMT course offered in Ashby. There will be a moulage drill coming up in August. An area business is considering Arrow EMS to train CPR and First Aid.

Public Works Report:

- The weights will not work on the tractor. Johnson is still working with Alex Power on reimbursement.
- The tractor has been brought into Alex Power to diagnose and repair a hydraulic problem.
- Snack Shack property has been leveled, raked and seeded.
- Cassandra Jordan has been painting the parking lines around town. She will be finished soon and should be commended on a job well done.
- ND Sewage replaced a capacitor and 2 hours meters on the lift stations.
- The transfer from primary pond 2 to the secondary pond has started to ready for fall discharge.
- A tree was cleaned up that landed in the street with the help of some of the neighbors.
- A water Shut off was replaced.
- Some sidewalk replacement has been completed.
- Johnson has met with the engineers on the replacement of the computer and controls at the water plan.

The Work Order report was distributed. It was noted that all are complete and have been done in a timely manner.

One of the councilmembers had a discussion from a resident that was concerned about the timing for the burning of the compost. It was noted that they take into consideration the wind and other factors but the compost site does continue to smolder for a day or two after it has been burned causing some smells.

Some sidewalks have been replaced. Bitzan-Ohren gave a sealant to the City for the sidewalks with a charge for it. The council wondered if this was standard or doesn't this usually get done with the project?

Mark Zlotnick joined the meeting to discuss the specs for the new fire truck. The fire department did their homework and had some help from some professionals in the business. Jordan moved to approve the specs for the fire truck. Jaenisch seconded. MCU Sealed bids will be accepted until 5:00 p.m., September 8, 2014 and opened at 5:05 p.m.

Old Business

The council discussed TFC Poultry and recommendations for continued monthly testing for four months from WSN. Council will discuss this again in October. Martin will request a schedule from TFC when they are doing their testing.

Prices were discussed for addition liability coverage from \$1.5M to \$3M or \$5M. Jordan moved to increase insurance liability limit to \$5M. Koefod seconded. Karl, Jaenisch and Grover voted no. Motion did not carry.

Karl moved to increase insurance liability limit to \$3M for 2015. Jaenisch seconded. MCU

Karl moved to approved **Resolution 2014-11 Assessment of Past Due Utilities to Property Taxes.** Jaenisch seconded. Roll call vote: those voting for – Jordan, Koefod, Jaenisch, Karl and Grover; those voting against – none. MCU

Grow Grant County has received funding from Center for Urban and Regional Affairs for a Community Assistanceship grant to do a detailed assessment/inventory of assets in Grant County.

Filings for council have closed. Grover filed for Mayor and Karl and Koefod filed for council positions.

New Business

Jaenisch moved to approve **Resolution 2014-07 Donations for Movies in the Park: \$125 from Ashby Equity, \$150 from Rylander Insurance and \$150 from First State Bank.** Karl seconded. Roll call vote: those voting for – Jordan, Koefod, Jaenisch, Karl and Grover; those voting against – none. MCU

The council received a letter from a property owner with concerns over utility charges. They also received a copy of the reply letter that Martin sent explaining fees and policies. The property owner did not attend the meeting and the council determined that he was satisfied with the letter of explanation.

Jaenisch moved to approve **Resolution 2014-10 Transfer of Funds from TIF 1-3 to General Fund and TIF 1-4.** Karl seconded. Roll call vote: those voting for – Jordan, Koefod, Jaenisch, Karl and Grover; those voting against – none. MCU

Marcia moved to approve Donna Setrum for the cleaning/meter reading position at \$9.25/hour. Jaenisch seconded. MCU
Jaenisch moved to approve Katy Hokanson as 2nd option and Melissa Barry as 3rd option in case Donna does not take the position. Jordan seconded. MCU

The air conditioning unit needs some major repairs. It is working temporarily. Council requested that Martin get 3 bids for replacement. One has already been received from Country Heating.

The comp-time and vacation report was distributed. Employees have plans to reduce the amount prior to the end of the year.

Karl moved to adjourn. Jaenisch seconded. MCU Adjourn 7:02 p.m.

Valerie Martin, Clerk/Treasurer