

Ashby City Council Meeting – September 11, 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; Troy Johnson, Public Works; and Judy Helle. Visitor: Peter Hoff

The Pledge of Allegiance was recited.

Jaenisch moved to approve the agenda. Karl seconded. MCU

Consent Agenda

Koefod moved to approve the Consent Agenda as follows:

- Approval of minutes from the previous month.
- Approval of bills: Prepaid Bills: \$21,097.53, Claims for Approval: \$33,305.56, Additional Prepaid Claims - \$0 and additional Claims for Approval \$0 for a total of \$54,403.09. Grover went through the bills and the bank statement ahead of time and gave prior approval. Jaenisch seconded. MCU

The invoice from Johnson-Nelson Masonry for work on the steps at the water treatment plant was substantially more than the verbal quote. Jaenisch will talk with them as he was the contact person for the project.

Mayor's Report

- Regional Mayors' Meeting
- Attended Budget Meeting with department heads

Council Reports

None

Administration

- Election – picked up supplies, set up evening before, worked as election judge, and brought items to County after election.
- Fire Truck – researched specs/worked with FD committee, published specs and posted on web-site, e-mailed to vendor after request, opened bid with Tom & Mark Z, discussed process with FEMA representative, researched NIMS training requirements, researched other FEMA requirements.
- Personnel committee meeting
- Planning commission meeting
- Worked with Donna on cleaning detail
- Farmers Market on Thursdays – finalized details, set up movies and confirmed musical entertainment and food committees (volunteered time in at the event)
- Discussed tax forfeiture process with County Treasurer
- EDA – Quarterly meeting, discussed retail survey, discussed future business meeting with WCI, set up meeting with several community reps to put together agenda for this meeting
- Follow Up to BushConnect at WCI
- MCFOA Board meeting in Red Wing
- Past due utility assessment to auditor
- Interview with Fergus Journal on Farmers Market
- Budgets – prepared budgets, met with Jeremy and Troy, set up budget committee meeting
- Country View Estates – mailed letter and information on spec home to contractors and lumberyards in the area.
- Request quotes from vendors for air conditioning in City Hall
- Discussed mini loan with MN Rural Water (updated our info)

Public Safety

Chief of Police Report:

- Both part-time officers are doing well. They are making contacts; there is positive feedback from the community; they are out and visible; and they are polite and professional.
- Attended Safe Routes to School meeting.
- Start of school – scheduling morning patrol.
- Attended department head budget meeting.

Police Activity Report:

- Agency Assist – 8
- Traffic Stop with Equipment – 4
- Traffic Stop with Speed – 3
- Traffic Stop with Illegal Change of Course – 1
- HRO Violation – 1
- Motorist Assist – 2
- Theft – 1
- Traffic Stop with Seatbelt – 1
- Public Assist – 2
- Public Works – 1
- Alcohol Office 3 – Under 21 Consumption – 1
- Family Services – 2
- Animal - 1

Fire Department Report:

- Ambulance Calls – 19, 5 in City
- Fire & Rescue Calls – 3, 0 in City
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Karl moved to approve the bid for a new tanker truck from Midwest Fire for \$210,000. Jaenisch seconded. MCU Sealed bids were opened on September 8, 2014.

Arrow EMS Report:

August was a big month for moulage drills for Arrow EMS, Moulage training was provided to Ashby, Brandon and Sunburg departments. Arrow EMS will be holding a CPR class on Sept 22nd for Ashby Living Center and Grant County DAC and any community members that would like to attend. Arrow EMS will be holding a training for the Ashby department on 12-Lead ECG's lead by Jeff and Jill Schultz.

Public Works Report:

- Fluoride report completed and mailed as of 9/8.
- Last months' DMR turned in on time, this month's is not due yet.
- Most of the month's activities has been spent on sewer activities – spraying the pond for weeds, dealing with gophers, reprogrammed the dialers, starting the transfer process at the ponds, testing to corroborate TFC testing,
- The tractor is fixed and we've been credited for the tire weights and we've gone back to fluid filled tires.
- Water plant operations have been normal. The upgrade to control and computer system is on track.
- There may be a need to have the inside of the water tower inspected and cleaned – Johnson is getting prices.
- Some tree trimming has been done in the boulevard.

Johnson will do some checking on how TFC does their testing. They are supposed to be doing a 4 hour composite each time.

Koefod moved to approve the specs for the water plant controls and computer system. It will be a request for quotes. Karl seconded. MCU

The Work Order report was distributed.

Koefod moved to provide sidewalk snow removal as we did last year to the commercial area, along with the churches. Jaenisch seconded. MCU

TFC has paid their fines this month. The council discussed their agreement with TFC for payment of fines. The original discussion from the council was that they needed to pay \$1000 per month due at council meetings. They later voted to allow TFC to pay \$333 per month for 3 months. It was agreed that the initial vote of the council to pay \$1000 per month for fines will now be enforced as the 3 month period is up. Martin will notify TFC about the change and will also request some economic impact information from them regarding their employees.

Old Business

The compost site expenses were discussed. A spreadsheet was handed out to the council with expenses and receipts for the last 3 years along with a usage break down between Pelican Lake Township and the City of Ashby. Grover and Martin will attend the next township meeting to discuss the possibility of some cost sharing. The council was also in agreement that the site should be kept open during the day and has the police department lock it at night.

3 quotes were received for the air conditioning unit at City Hall. The council asked Martin to get quotes on fixing the unit we have from those three vendors.

Jaenisch moved to approve \$10.50/hour for Katy Hokanson as meter reader. Karl seconded. MCU

New Business

The budget committee reported as follows:

- Increase in levy is needed to fund addition cost for police protection and debt service along with some miscellaneous, smaller items spread throughout the budget.
- We may want to consider removing the \$16,000 for future street improvements to help reduce the overall increase in levy.
- There seemed to be no other items to reduce.
- The budget committee will recommend the adoption of the General Fund budget with the elimination of the CIP for street repairs in 2015. The total proposed levy with debt service would be \$218,790, an increase of 15%.
- Debt service will be more next year due to the elimination of the transfer from the water fund. Early calculations look as though it will be an additional \$10,000. It was noted that selling a lot or two at Country View Estates will help reduce the levy needs for that debt service fund.

Water fund and sewer fund budgets were discussed. With the loss of revenue from TFC and some additional cost in wages, the funds will not balance. We have not been balancing over the last few years and the year-end fund balances are starting to get smaller each year. We cannot continue on this path and there is a need to balance the budgets. These budgets will be approved at the December meeting but there is a need to discuss rate increases for both funds. The budget committee will recommend an increase in water rates effective with the next billing of \$2 user rate increase each

month and \$1/1000 gallons usage rate increase. The committee recommends the same increase for sewer starting January 1, 2015. The committee also suggested a reduction in part-time hours whenever possible to keep down costs.

Jaenisch moved to approve the General Fund budget as presented. Karl seconded. MCU

Jordan moved to approve **Resolution 2014-12 Preliminary Levy**. Karl seconded. Roll call vote: those voting yes – Jordan, Koefod, Karl, Jaenisch and Grover. Those voting no – none. MCU

Jaenisch moved to increase water rates by \$2/month to user fees and \$1 per 1000 gallons to usage fees. Jordan seconded. MCU

There is a League of MN Cities Regional meeting in Vergas on October 29th. Martin and Grover will go and other councilmembers will let Martin know if they want to attend.

Jaenisch moved to approve **Resolution 2014-13 Donations from Ashby Community Club - \$200 for Movies in the Park, \$200 for Central Lakes Trail Membership and \$140 for the Porta-Potty at Memorial Park**. Karl seconded. Roll call vote: those voting yes – Jordan, Koefod, Karl, Jaenisch and Grover. Those voting no – none. MCU

The Safe Routes to School open house is set for October 27th from 6:00 to 8:00 p.m. at Ashby City Hall

An area business networking meeting is tentatively scheduled for October 28th at the Ashby American Legion. West Central Initiative will pay for the meal and facilitate the discussion.

Koefod moved to approve Carlson-Highland for the 2014 audit. Karl seconded. MCU

Koefod moved to approve the replacement of the roof at the warming house in Memorial Park up to \$900. Jaenisch seconded. MCU

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

_____ Valerie Martin, Clerk/Treasurer