

## Ashby City Council Meeting – May 21, 2015

The pledge of allegiance was recited.

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 Jackie Schmitz- Clerk/Treasurer, Troy Johnson – Public Works, Jeremy Obright – Chief of Police, Judy Helle – Deputy Clerk, Val Martin – Previous Clerk/Treasurer; and Richard Walton– City Attorney. Visitors were Shelly Eldridge from Ehlers and Associates, Larry VanHout from Widseth, Smith & Nolting, Trent Froemming from TFC Poultry, Peter Hoff – Grant County Commissioner, Betty Jo Decker, and Donna Jean Grover.

Koefod moved to approve the agenda as amended. Jaenisch seconded. MCU

### Visitors

Shelly Eldridge of Ehlers presented the council with several different options for re-financing the Country View Estates Bonds. Jordan made a motion to move forward with re-financing Option #3. This option provides an interest cost savings and will mitigate immediate cash flow pressure for the city. This will allow the payments to be reduced and the savings will be seen immediately. Karl seconded. MCU

Jordan moved to approve Resolution 2015-12 Providing for the Sale of \$995,000 General Obligation Improvement Refunding Bonds, Series 2015A. Karl seconded. Roll call vote: those voting for Karl, Jaenisch, Koefod, Jordan and Grover. Those voting against – none. MCU

Larry VanHout of Widseth, Smith & Nolting discussed the new pre-treatment agreement with TFC Poultry. Trent Froemming of TFC Poultry discussed some different cleaning procedures that they are in the process of establishing with the help of their inspector. VanHout also discussed different cost options in regards to additional testing costs. The recommendation was made by VanHout to continue to monitor the BOD levels for an extended time period. The schedule of testing will be to have one test completed in May and 2 tests/month for June – August and review again in September. Motion made by Jaenisch to follow the recommended testing schedule by VanHout. Koefod Seconded. MCU

VanHout also presented the council with the bid results for the generator. Jordan moved to accept the low bid by Vinco. Jaenisch seconded. MCU

The council discussed their options in regards to the status of the old generator and what they wish to do with it. Additional information will be collected before a final decision is made.

Betty Jo Decker and Kollyn Malecha presented the council with some ideas they have for the property at 200 Melby Ave. They are potentially going to purchase the property and requested utility relief from the council. Karl made a motion to offer a waiver of water/sewer/storm sewer for 1 year at a maximum of \$200/month. All garbage would be paid for by the property owner. Some further information will need to be collected regarding liquor set-up licensing. Jordan seconded. MCU

Donna Jean Grover of Century 21 requested clarification on several questions regarding the Declaration of Covenants, Conditions, and Restrictions of Ashby Country View Estates. All questions were answered by Council and Attorney Walton per the Declaration that is set in place.

### Consent Agenda

Karl moved to approve the Consent Agenda as follows:

\*Approval of minutes from the previous month.

\*Approval of bills: Prepaid Bills: \$40,288.79, Claims for Approval: \$35,910.46 Additional Prepaid Claims - \$0 and additional Claims for Approval \$0 for a total of \$76,199.24. Karl went through the bills ahead of time and gave prior approval. Jaenisch seconded. MCU

### Mayor's Report

- Mayor Grover and Clerk/Treasurer Schmitz attended Emergency Preparedness Training in Elbow Lake.

### Administration

- Economic Development Meeting
- Community Club Meeting
- Safe Routes to School Meeting
- Emergency Preparedness Training – Elbow Lake
- New Clerk/Treasurer Training
- Farmer's Market/Movie Night Preparations
- Reading through policies/ordinances – learning the new position

### Public Safety

#### Police Report:

- Administrative Incident -- 1
- Agency Assist – 3
- DARE – 5
- Traffic Stop/Warning-Speed -- 7
- Traffic Stop/Warning-Centerline Violation – 2
- Motorist Assist – 3
- Traffic Stop/Warning – Equipment – 3
- Animal – 2
- Traffic Stop Citation Seatbelt – 1

- Agency Assist – 2
- 911 Hang up – 1
- Theft -- 1
- Mock Accident – 1
- Traffic Stop Citation/Fail to Stop – 1
- Public Assist – 1
- Disorderly – 1

Chief Obright reported to the council that he has received a letter of resignation from Officer Joshua Whiting. He has accepted a full-time position with the Alexandria Police Department. Jaenisch moved to accept Officer Whiting's resignation. Koefod seconded. MCU

Officer Mike Wing has accepted a full-time position with the Grant County Sherriff's Office but will continue to assist the Ashby PD. The Coots recently held their annual banquet and the president contacted Chief Obright regarding their paintball event. The Chief discussed with Mayor Grover and it was approved with the same stipulations as in previous years.

#### Fire Department Report:

- Ambulance – 24, 4 in City
- Fire & Rescue Calls – 10, 7 Fires & 3 Motor Vehicle Accidents

Council members are still working on NIMS compliance. Koefod has completed.

Arrow EMS provided an introduction to CPR/AED class to the 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> grade classes from Ashby High School. John Kent's Anatomy Class received a CPR/First Aid certification class as the result of a grant received by Kent. Mike Bolinski and Cari Ripley have successfully passed all requirements of becoming an EMT and will soon be members of the Ashby Ambulance Service. Congratulations to both individuals. Arrow EMS met with the Ashby Cub Scouts and taught them Basic First Aid procedures.

#### Public Works

##### Public Works Report:

- Was a guest speaker for the Ashby 3<sup>rd</sup> Grade class regarding city government.
- Provided a tour of the water plant for the 3<sup>rd</sup> Grade Class
- Provided a tour of the water plant and a bus was taken to tour the Wastewater ponds for the 8<sup>th</sup> grade class.
- Snow Plow removed from the truck and cab removed from the mower. Maintenance on both by Dennis Helle.
- Jerry and Johnson toured the TFC facility.
- Cleaned bathrooms and repaired broken pipe in the men's room and cleaned and opened the shelter at the city park.
- The School is planning to paint curbs and hydrants and clean up the streets and parks around town. Thank you to Mr. Tappe and all of the students who helped with this project.
- Ordered and replaced the KMNO4 Chemical pump that was failing. Level transducer in the water tower was replaced.
- Began locking the compost site after the fire department had to extinguish two fires in two days with a burn ban on. It has since been re-opened. There was some discussion regarding the possibility of putting up a trail cameral at the compost site.

The work order report was received.

#### Old Business

The status of the air conditioning at city hall was discussed. It is still currently not working. Jordan made a motion to have Mayor Grover and Koefod call and talk to Terry about coming out and checking it out and deciding whether to fix it or repair it. Karl seconded. MCU

The Safe Routes to School Plan was discussed. Commissioner Hoff was at the meeting to discuss this topic and what involvement the County Commission may or may not be involved in. The plan is mostly completed with some alterations that are being made. The plan will not be officially completed until the fall.

#### New Business

Jaenisch motioned to approve and sign the Grant County All-County Hazard Mutual Aid Agreement. Koefod seconded. MCU

First Quarter Financial Reports were presented to the council. There were no concerns.

Jordan made a motion to hire Heather Jacobson as the City Assessor due to the retirement of previous Assessor Debbie Thormodson. Koefod seconded. MCU

All council members received a recent letter from State Representative Jeff Backer. The information was discussed.

Koefod moved to approve Resolution 2015-09 – Accepting Donations from First State Bank of Ashby/Rylander Insurance of \$280 and \$200 from Lakeside Lumber for Movies in the park; and \$750 from Ashby American Legion for Fire Department Equipment. Jaenisch seconded. Roll call vote: those voting for: Karl, Jaenisch, Jordan, Koefod and Grover. Those voting against: none. MCU

Jaenisch moved to approve Resolution 2015-10 Resolution allowing transfers of funds from the general fund to the Fire Department Fund and from the Ambulance Fund to the Fire Department Fund. Jordan seconded. Roll call vote: those voting for: Karl, Jaenisch, Jordan, Koefod and Grover. Those voting against: none. MCU

Koefod moved to approve Resolution 2015-11 Appointment of Responsible Authority. Jordan seconded. Roll Call Vote: those voting for: Karl, Jaenisch, Jordan, Koefod and Grover. Those voting against: none. MCU

A letter was received from the Grant County Office of Emergency Management recognizing the Ashby Volunteer Fire, First Responders, and EMT's for their effort and dedication to County-wide initiatives and projects.

Ashby Equity sent in the propane contract for the 2015-2016 season; after some discussion it was requested that Clerk/Treasurer Schmitz will call and request the rates from Ashby Equity and bring the information to the June 11<sup>th</sup>, meeting for further discussion.

Karl moved to approve and sign the Liability Coverage – Waiver Form stating that the City has chosen to “Not Waive” the monetary limits on municipal tort liability. Jaenisch seconded. MCU

There was some discussion regarding the potential of small cities aid that would be used for street improvements.

Koefod moved to adjourn. Jaenisch seconded. MCU Adjourn 8:54 pm

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Jackie Schmitz, Clerk/Treasurer