

Ashby City Council Meeting –September 10th, 2015

The pledge of allegiance was recited.

Mayor Grover called the meeting to order at 6:00 p.m. with council members Jim Karl, Ron Jaenisch, George Jordan and Marcia Koefod present. Also present was Jackie Schmitz- Clerk/Treasurer, Troy Johnson – Public Works Superintendent, Richard Walton– City Attorney, and Judy Helle – Deputy Clerk. Visitors were Jeff Kuhn & Craig Tschida – WSN, Todd Hagen – Ehlers, Alden and Winnie Thompson.

Karl moved to approve the agenda as amended. Second by Jaenisch. MCU

Visitors

Todd Hagen of Ehlers was present to discuss the City's financial obligations regarding Country View Estates. Mr. Hagen informed the council that the lot assessments have already been lowered to the lowest possible point. There was a public hearing held in the past regarding this change in lot prices and new assessments scheduled. There could be possible modification to the existing terms as with each year the term gets shorter and more debt is paid. The bottom line is that somebody needs to pay the assessments and the buyer does have the option to set up the payment of the assessments on a payment plan. The City could possibly come up with a City only tax abatement incentive; however the current assessments would still need to be paid.

Jeff Kuhn of Widseth, Smith and Nolting was present to discuss the County Road 82 Project and City Street Repairs slated for 2016. Mr. Kuhn stated that the council will need to make some decisions regarding these projects as there are several other projects that the city would like to see get completed at the same time as the CR 82 project and there is a time crunch for getting these decisions made in time for the project to be completed in 2016. The City Council has decided they would like to get some public input regarding the major CR 82 project along Main Street. There will be a Public Meeting scheduled before the October Council Meeting to discuss the top items that this project affects.

Mr. Kuhn also discussed some street improvements that are slated in the Capital Improvement Plan for 2016, to include, Seal Coating, the Country View Estates Road and the road by the Lumber Yard. Jeff and Water Superintendent, Troy Johnson will meet and look at roads and come back with recommendations by November.

Consent Agenda

Jaenisch moved to approve the Consent Agenda as follows:

*Approval of minutes from the previous month.

*Approval of bills: Prepaid Bills: \$24,669.56 Claims for Approval: \$20,457.72 Additional Prepaid Claims - \$0 and additional Claims for Approval \$0 for a total of \$45,127.28. Koefod went through the bills ahead of time and gave prior approval. Koefod seconded. MCU

Mayor's Report

- Mayor Grover reported that the Regional Mayor's Meeting was hosted in Ashby.
- The Mayor meets with Department Heads on a monthly and sometimes weekly basis.
- The property at 200 Larson Avenue received a letter stating that the grass needed to be mowed. Mayor Grover talked with the property owner.

Council Report

Jordan presented the council with information regarding a potential trail connection along County Road 10 between Ashby and Battle Lake. There is a study that would need to be done and the cost of the study is approximately \$25,000. There is possibly a SHIP Grant that could help defer the cost of the study. If The City of Battle Lake, Grant County, OtterTail County and The City of Ashby all assisted with the cost of the study it would possibly cost the City up to \$5,000. Karl moved to assist with the cost of the study, up to \$5,000. Koefod seconded. MCU

Administration

- 2016 Preliminary Budget Preparation
- Budget Committee Meeting
- Farmer's Market/Movie In the Park – Finalized Details & Volunteered time to assist with movie set up and take down.
- Prepared Information for Council Meeting
- Ashby Ambulance Billing & Payroll Information Collection
- Planning Commission Meeting Organization
- Central Lakes Trail – Organized Volunteers for State-Wide Count, Obtaining approval for Account Payables and Requesting Payments, updated balance sheet.
- Health Insurance Renewal/Changes

Public Safety

Police Report:

- Motorist Assist – 1
- Traffic Stop Warning – 1
- Agency Assist – 3
- Public Assist – 6
- Theft – 2
- Animal – 6
- Harassment – 1
- Lost and Found – 1
- Burglary – 1

Chief Obright reported that he was having computer problems with the computer in the squad car. The computer is necessary for day to day operations and records sharing with Grant County Sheriff's Office. The computer was sent to Morris Electronics for repair. Grant County hired a new part-time Deputy that may be a fit for a part-time officer in Ashby.

City Attorney Walton reported on bad check writing in the City. He would like to conduct a class with the merchants in town focusing on the process and consequences of receiving and accepting bad checks. Jaenisch moved to allow Walton to conduct a class and stated that the council supports the processes that are being created. Karl seconded. MCU.

Fire Department Report:

- Ambulance Calls – 27, 4 in City
- Fire & Rescue Calls – 1, 0 in City

Arrow EMS

- The Tintah Emergency Medical Responder Refresher is complete. This was a very good group to work with.
- Arrow EMS Education assisted two Fire/Rescue Departments with moulage drills. Brandon and Sunburg invited Arrow EMS to moulage the patients involved and help facilitate the drills.
- Ashby Ambulance Service will meet with Douglas County Hospital Emergency Department Director regarding strengthening relationships with the hospitals and Ashby Ambulance delivers patients to.

The City Council commended Arrow EMS Instructor, Chad Smith, for his hard work and dedication to Arrow EMS.

Public Works

- Johnson reported a water leak on the service to the City Park. The line and to be dug up and the pipe connection repaired.

- Circulation fans in the water plant are going to be replaced and the dehumidifiers in the water plant are not doing their job any more. Johnson is investigating maintenance possibilities before looking at complete replacement.
- Lead and copper testing has been completed.
- Rural Water came in August to do sludge judging in the ponds. The results were a consistent 6 inch layer with a couple of 8 inch samples. This is down from the 14 – 16 inch layer from test results in 2012. This proves that the product currently being used is working.
- Johnson passed his Wastewater Exam that he recently took. Johnson's wages will be adjusted accordingly per the wage negotiations that were passed earlier this year.
- The Work-Order report was presented to the council.

Old Business

Clerk-Treasurer Schmitz reported to the council that the City received a land use permit application from Scott & Peggy Ellingson requesting to build a 36'x40' accessory building on his property at Country View Estates. Karl moved to approve the permit per City Zoning Ordinance 151 and that all set back requirements are met per this ordinance. A letter is to be set to Mr. Ellingson explaining the approval that meets City Ordinance, but also a letter will be sent by Attorney Walton stating that this structure is a violation of the Covenants at Country View Estates. Jaenisch seconded. MCU.

New Business

- Jaenisch moved to approve **Resolution 2015-17 A Resolution option to Increase the Benefit Level for Firefighters who are vested in the Voluntary Statewide Volunteer Firefighter (SVF) Retirement Plan.** Second by Koefod. Roll Call Vote: Those voting for: Karl, Jaenisch, Jordan, Koefod, Grover. Those voting against: None. MCU
- Jaenisch moved to approve the Preliminary General Fund Budget as presented. Second by Jordan. MCU
- Karl moved to approve **Resolution 2015-18 Preliminary Levy.** Second by Jaenisch. Roll Call Vote: Those voting for: Karl, Jaenisch, Jordan, Koefod, Grover. Those voting against: None. MCU
- Jaenisch moved to approve **Resolution 2015-19 Accepting a Donation.** Second by Jordan. Roll Call Vote: Those voting for: Karl, Jaenisch, Jordan, Koefod, Grover. Those voting against: None. MCU
- Jordan moved to approve **Resolution 2015-20 Resolution Acknowledging Donations.** Second by Karl. Roll Call Vote: Those voting for: Karl, Jaenisch, Jordan, Koefod, Grover. Those voting against: None. MCU
- A letter was sent to the City from new League of Minnesota Cities Executive Director David J Unmacht. All council members reviewed.
- The League of Minnesota Cities Regional Meeting is scheduled for October 21st in Battle Lake from 1 pm – 7 pm. Clerk-Treasurer Schmitz and Mayor Grover will be attending.
- Koefod moved to hire Carlson-Highland for the 2015 Audit of the City. Second by Jaenisch. MCU
- Deputy Clerk Helle discussed some issues with the Council regarding the Park Board and the status and condition of several park/city locations. Helle informed the council that she will be gathering park board members to tour the park locations and make recommendations to the council on what improvements are a priority.

Karl moved to adjourn. Second by Jaenisch. MCU Adjourn at 7:45 p.m.

Jackie Schmitz, Clerk/Treasurer