

Ashby Council Meeting - December 10th, 2015

Mayor Grover called the meeting to order at 6:00 pm with council members Jim Karl, George Jordan and Ron Jaenisch present. Absent: Marcia Koefod. Also present: Jackie Schmitz – Clerk/Treasurer, Troy Johnson – Public Works Superintendent, Jeremy Obright – Police Chief, Richard Walton – City Attorney, and Judy Helle – Deputy Clerk. Guests present: Larry VanHout – WSN and Jim Borgrud.

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

Visitors

Larry VanHout presented the council with the completed Pre-Treatment Agreement between TFC Poultry and the City of Ashby. All changes were agreed upon by both parties at various meetings. The changes to the agreement were discussed. Jaenisch moved to approve the Pre-Treatment Agreement as presented. Second by Jordan. MCU

The council discussed the status of the existing fines and the payment schedule that is currently in place. The council feels that there needs to be a new plan in place to reduce the cost of the fines. Schmitz will send a notice to TFC requesting their thoughts on how we can move forward and reduce the balance.

Mr. VanHout provided an update to the council regarding the new generator. The company performing the installation has requested a time extension due to a delay in receiving the correct parts. VanHout will review the request further to obtain more information before agreeing to the extension request.

Jim Borgrud was present to discuss Resolution 2006-19 regarding a petition for improvements to a piece of commercial property that he owns.

Consent Agenda

Jaenisch moved to approve the Consent Agenda. Second by Karl. MCU

Mayor's Report

Mayor Grover reported that he conducted a staff meeting with all department heads and will be completing employee reviews by the end of the month. All department heads will then complete staff reviews for all part-time staff. The Mayor also reported that we have received many compliments on the snow removal done within the city.

Council Reports

Councilman Jordan reported on the status of the Safe Routes to School project. The City is eligible to apply for grant funds for projects to be completed in 2020. The County Road 82 project that is slated for 2017 will include a few sidewalk areas that are part of the Safe Routes to School project. Schmitz will begin to work on the Grant Application with assistance from Tracy Vonbargen – Grant County Engineer and Jeff Kuhn – WSN/City Engineer.

Administration

- SRTS LOI Review with the State
- TFC Pre-Treatment Agreement Meeting
- Central Lakes Trail Meeting
- 2016 Budgets
- New Hire Paperwork & Employee Set-Up for Meter Reader Position
- Budget Committee Meeting
- Liability Insurance Review
- Met with Jim Risbrudt regarding Fire/Ambulance/Arrow EMS Budgets
- Staff Meeting with Mayor

Public Safety

Police Report:

- Traffic Stop Warning – Equipment – 7
- Theft – 1
- Administrative/Unlicensed Dog – 1
- Suspicious – 3
- Mental Health – 1
- Lost and Found – 1
- Traffic Stop Warning – Speed – 4
- Motorist Assist/Unlock – 5
- Accident – 1
- Traffic Stop Warning – Fail to Signal – 2

Chief Obright informed the council that all parties are ready to begin the hiring process for the new part-time help. The council has already approved this process in the past. Chief Obright will move forward with the process.

Council member Jordan discussed with the council that he met with the Fire Department and discussed their hiring process. Jordan was asked by the Fire Department to be on their hiring committee and agreed to do so.

Fire Department Report

- Ambulance Calls – 22, 6 in the City
- Fire & Rescue Calls – 1, 0 in the City

Chad Smith, Arrow EMS Instructor, reported that the Ashby Ambulance Service will complete an annual variance skill review in December. The Emergency Medical Services Regulator Board is in the process of evaluation recommendations that pertain to the renewal requirements of EMT's. This could change how Arrow EMS Education instructs EMT Refreshers. Smith will watch the project progression closely.

Public Works

- Johnson spent a lot of time in the last month searching for shut off valves and sewer cleanouts.
- Trained new meter reader. All went well and Ryan will be a good fit for this position.
- Winterized the water tower.
- Several meetings with the Public Works Committee and engineers regarding the new pretreatment agreement.
- The work-order report was presented to the council.

Old Business

There was no old business to discuss.

New Business

- Karl moved to approve the 2016 Budget Report approving all budgets as presented. Second by Jaenisch. MCU
- Jordan moved to approve the 2016 Equipment Replacement Fund & Fund Disbursement. There were a few minor adjustments to the report. Second by Jaenisch. MCU
- Karl moved to approve **Resolution 2015-24 Adopting Final Property Tax Levy**. Second by Jaenisch. Roll Call Vote: Those voting for: Karl, Jaenisch, Jordan, Grover. Those voting against: None. MCU
- Jaenisch moved to approve **Resolution 2015-25 Resolution Year End Transfers**. Second by Jordan. Roll Call Vote: Those voting for: Karl, Jaenisch, Jordan, Grover. Those voting against: None. MCU

- Jordan moved to approve the 2016 Fee Ordinance. There were no fee changes presented. Second by Jaenisch. MCU
- Council reviewed the Vacation/Comp Time Reports for full time staff. Council was pleased with all balances.
- All council members need to turn in their time sheets for their annual payroll. Turn in to Clerk Schmitz tonight.
- The Committees and Commissions for 2016 were handed out to the council for review. The appointments for 2016 will be made at the January 2016 Council Meeting. If there are any change requests contact Mayor Grover prior to the January meeting.

Karl moved to adjourn. Second by Jordan. MCU Adjourn at 7:20 pm.

Jackie Schmitz, Clerk/Treasurer