

**MINUTES**  
**Regular Meeting**  
**December 8<sup>th</sup>, 2016**

- Regular Meeting** A regular council meeting of the City of Ashby, MN was held at Ashby City Hall with the following members present: Tom Grover, Jordan, Jaenisch, Robert Grover and Stierlen. Absent: None. Also present: Clerk Schmitz, Superintendent Johnson, Attorney Walton, Deputy Clerk Helle and Dennis Helle. Visitor's Present: Alden and Winnie Thompson, Tracey VonBargen – Grant County Engineer, Jeff Kuhn – WSN Engineer. Mayor Grover called the meeting to order at 6:00 pm.
- Agenda Approval** Upon motion from Jaenisch, seconded by Stierlen and unanimously carried, the agenda was approved.
- Final CSAH 82 Project** Tracey VonBargen and Jeff Kuhn were present to request municipal consent for the CSAH 82 project that is in its final form. Upon motion from Jaenisch, second by Jordan and unanimously carried, the council approved to accept the Option A Design for the CSAH 82 project as presented in its entirety.
- CSAH 82 Project** The project will consist of digging up and replacing bituminous. The corner at Birch will be changed with a bump out. Some sidewalks will be added along 82 as indicated in the Ashby SRTS Plan. The curb line between Larson and Cedar will be adjusted to line up with the existing curb line. Main Street will be adjusted to create a symmetrical design with center line alignment so the street flows well. All required ADA ramps will be incorporated. Pavement will be replaced from Melby and East. A sidewalk trail will be installed on the South side of CSAH 82 going to the Ashby Clinic. SRTS Funds have been applied for to assist with the cost of this project. If funds are not received with the SRTS Plan, the segment will be incorporated into the CSAH 82 project. Main Street sidewalks will all be dug up and re-done to meet the ADA slope requirements.
- Minutes/Claims/Consent Agenda** Upon motion from Jaenisch, seconded by Jordan and unanimously carried, council approved the consent agenda which includes minutes of the regular council meeting of November 10<sup>th</sup>, 2016, the special meeting of November 15<sup>th</sup>, 2016 and the claims & prepaid disbursements of December 8<sup>th</sup>, 2016 as presented.
- Council Report** Councilman Jordan reported that the trail connection committee would like to hold their next meeting in Ashby in February or March and are requesting a member from the council be on the committee. The council will place a member on the committee.
- Clerk's Report** The clerk's report was reviewed.
- Police Report** Chief Obright reported that a meeting is scheduled with the Public Safety Committee and the Grant County Sherriff's Department to discuss future staffing. Obright completed the Pursuit Intervention Tactic training. The Incident Report was reviewed.
- Comp Payout Request** Upon motion from Jaenisch, seconded by Robert Grover and unanimously carried, the council approved the requested Comp Payout for Chief Obright.
- Payroll Check** Upon motion from Jordan, seconded by Stierlen and unanimously carried, the council approved to process the December 12<sup>th</sup>, 2016 payroll check to Chief Obright on December 9<sup>th</sup>, 2016 as he is leaving for a week vacation.
- Arrow EMS Report** Chad Smith, Arrow EMS Instructor reported that Arrow EMS is preparing for the winter EMT Refreshers that start in January. Ashby Ambulance Service is due to refresh this winter. Prairie Ridge Hospital in Elbow Lake will be having Arrow EMS Education complete their EMT Refresher. West Central Communities Action will be taking a CPR/First Aid Course From Arrow EMS in the new year as well.

**Public Works Report**

Johnson reported that the new mower and the new snow plow are both working well. There is also a need to start looking at getting new tires for the tractor. Johnson will research the state bid for the tires at the request of the council.

**Old Business –  
Notice of Public Sale  
of Tax-Forfeited  
Land**

Upon motion from Jordan, second by Robert Grover and unanimously carried, council approved to re-assess \$5,000 of the special assessments on the tax forfeited commercial property, Parcel 17-0180-206. The public sale will take place at 10:00 am, Friday, December 9<sup>th</sup>, 2016.

**Budget Approvals**

Upon motion from Jordan, seconded by Jaenisch and unanimously carried, council approved the 2017 Budget Report approving all budgets as presented.

Upon motion from Jaenisch, seconded by Robert Grover and unanimously carried, council approved the 2017 Equipment Replacement Fund and Disbursement Fund.

**Resolution 2016-34  
Adopt Final Property  
Tax Levy**

Upon motion from Jaenisch, second by Jordan, Resolution 2016-34 – Resolution Adopting Final Property Tax Levy. Roll Call Vote, those voting for: R. Grover, Jaenisch, T. Grover, Jordan, Stierlen. Those voting against: None. Carried

**Resolution 2016-35  
Approve Fund  
Transfer**

Upon motion from Jaenisch, second by Stierlen, Resolution 2016-35 – Resolution Allowing Transfer of Funds For 2016 Year-End. Roll Call Vote, those voting for: R. Grover, Jaenisch, T.Grover, Jordan, Stierlen. Those voting against: None. Carried

**2017 Fee Ordinance**

Upon motion from Jordan, seconded by Jaenisch and unanimously carried, council approved the 2017 Fee Ordinance. There were no fee changes presented, however, council requested a review half way through the year to determine if an increase is needed at a later date.

**Vacation/Comp Time  
Report**

The vacation and comp time reports were reviewed and all staff will have their time down to the allowable carry-over amount by year-end.

**Bike MS:TRAM**

The National Multiple Sclerosis Society has requested use of the City Park for the Bike MS: TRAM again this year for a rest stop in Ashby on Sunday, July 23<sup>rd</sup>, 2017.

Upon motion from Jaenisch, seconded by Jordan and unanimously carried, the meeting was adjourned at 7:10 pm CST.

ATTEST: \_\_\_\_\_  
Jackie Schmitz, City Clerk

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Tom Grover, Mayor