

Ashby Council Meeting - February 11<sup>th</sup>, 2016

Mayor Grover called the meeting to order at 6:00 pm with council members Jim Karl, Ron Jaenisch, George Jordan and Marcia Koefod present. Absent: None. Also present: Jackie Schmitz – Clerk/Treasurer, Troy Johnson – Public Works Superintendent, Jeremy Obright – Police Chief, Darien Byland – Police Officer, and Judy Helle – Deputy Clerk. Absent: Richard Walton – City Attorney. Guests present: Donna Jean Grover, Scott Ellingson, Mr. & Mrs. Troy Hart, and Winnie & Alden Thompson.

Jaenisch moved to approve the agenda with changes. Second by Koefod. MCU

### Visitors

Donna Jean Grover requested approval from the council to renew the real estate contract with Century 21 for listing the lots at Country View Estates. Koefod moved to approve Century 21 as the listing agent for Country View Estates. Seconded by Karl. MCU

Mrs. Grover also presented the council with an option to have her list the empty Snack Shack Lot if the council so chose. The item was discussed but no action was taken at this time. The item is still open for future discussion. A meeting with the Country View Estates Committee will be scheduled and Mrs. Grover will be informed of the time and date of the meeting.

Troy Hart discussed the Utility Base fees at 305 Melby Ave. Hart recently purchased the old nursing home building and has begun construction. Jaenisch moved to waive water & sewer fees for a period of 12 months up to a maximum of \$200/month. This is the same offer that has been given to other new businesses coming to Ashby. Second by Jordan. MCU

Scott Ellingson was present to discuss a proposal to change the Covenants at Country View Estates. He has sent the appropriate requests to all property owners. After some discussion the Council did not act on the request and rather requested Mr. Ellingson to return at the March council meeting when Attorney Walton is present. Mr. Ellingson has also requested to be informed of the time and date of the meeting to be scheduled with the Country View Estates Committee.

### Consent Agenda

Jordan moved to approve the Consent Agenda. Second by Koefod. MCU

### Mayor's Report

Mayor Grover reported that he has finished the written reviews for all department heads and will turn them over to the personnel committee for review.

### Council Reports

Marcia Koefod submitted a letter of resignation to the council. Koefod will be resigning from the Ashby City Council effective March 11, 2016.

Jaenisch moved to approve **Resolution 2016-07 Resolution Accepting Resignation of Council Member and Declaring a Vacancy**. Second by Jordan. Roll Call Vote: Those voting for: Karl, Jaenisch, Jordan, Grover. Those voting against: None. Koefod Abstained. MCU

Clerk Schmitz will post the vacancy at city hall and on the city web site. The council will possibly hold a work shop to discuss the appointment of a new council member.

## Administration

SRTS TAP Application Presentation w/ WSN	Economic Development Meeting
Audit Preparation & Auditor's on site 2 ½ days	ARMER Radio Refresher
Report of Outstanding Indebtedness to County Auditor	W-2's, W-3's, 1099's Submitted
Lobbying Expenditures Report	Building Permit Census Report
Budget Report to the state	Year End Investment Interest Updated
Budget Report Published	PERA Annual Exclusion Report

## Public Safety

### **Police Report:**

Traffic Stop Warning – Speed – 9	Motorist Assist/Misc – 4
Motorist Assist/Unlock – 7	Animal – 1
Traffic Stop Citation – Fail to Transfer Title in 10 Days – 2	Public Assist – Civil Dispute – 1
Traffic Stop Citation – No Seatbelt – 2	Suicide Attempt – 1
Traffic Stop Citation – Speed – 2	Public Works – 1
Traffic Stop Warning – Fail to Signal – 4	Traffic Stop Citation – Possession of Marijuana – 1
Traffic Stop Warning – Equipment – 9	Traffic Stop Warning – Fail to Stop – 1
Traffic Stop Warning – Expired Tags – 3	Traffic Stop Citation – Fail to Stop - 2
Theft – 2	Neighborhood Disturbance – 1
Traffic Complaint – 2	Agency Assist – 3
Suspicious – 1	Traffic Stop Citation – Unlawful Use of Plates – 1
Other/Random PBT – 1	Traffic Stop Citation – Driving after Revocation - 1

Chief Obright reported that Darien has started patrolling and is doing a great job. There have been increased service calls this past month and he is working on a couple of joint investigations with a neighboring agency. Obright reported that he has only received one bid for the work to be completed at City Hall. The Council would like to see at least one more bid.

There was discussion regarding the safety at City Hall and during council meetings. Schmitz will contact the League to determine if some of the ideas would be allowed.

### Fire Department Report

- Ambulance Calls – 20, 4 in the City
- Fire & Rescue Calls – 5, 0 in the City

Jordan moved to approve to hire Mike Bolinski as a fireman on the Ashby Fire Department. Second by Koefod. MCU

Chad Smith, Arrow EMS Instructor, reported that the EMT Refresher in Ashby is complete. Arrow EMS will be doing a short general First-Aid Class for the Cub Scouts. They will learn and practice some life-saving skills. The Ashby Living Center has several staff members that need CPR training. Chad is creating a participant list and has invited any City Council members and their spouses to participate in the training if they are interested.

### Public Works

- The weather this year has not cooperated for flooding the skating rink and will more than likely not happen this year.
- Winter maintenance is being completed on the water plant to include; replacing chemical feed lines, connections, ball valves and ejectors.

- The snow plow and tractor have been working fine. The brush on the mower needed to be replaced.
- There have been some complaints about brown water. Johnson flushed the hydrants in those areas and did not see any discoloration. It is more than likely in the service lines of the property locations.
- The lift station generation is supposed to be installed Friday, February 12<sup>th</sup>, 2016.
- The work order report was reviewed.

#### Old Business

Employee evaluations have been completed by the mayor and will be reviewed by the personnel committee.

There have been no new updates on the completion of NIMS training.

#### New Business

- Jaenisch moved to approve **Resolution 2016-05 Police Officer Declaration for Darien Byland**. To add Byland to the Police and Fire Plan for PERA. Second by Koefod. Roll Call Vote: Those voting for: Karl, Jaenisch, Jordan, Koefod, Grover. Those voting against: None. MCU
- Jaenisch moved to approve **Resolution 2016-06 Resolution Acknowledging Donations**. A donation was made to the Ashby Fire Department from Bethel Church. Second by Karl. Roll Call Vote: Those voting for: Karl, Jaenisch, Jordan, Koefod, Grover. Those voting against: None. MCU
- The Fire Department contract signing with the Townships is scheduled for Thursday, February 25<sup>th</sup>, 2016 at 7:00 pm at City Hall.
- Robby Risbrudt has made a Land Use Variance Request for his property at 412 Melby. The Planning Commission will meet and make their recommendations to the council.
- Kensington Bank has asked the city if they wish to receive a donation of property for the property located at 300 Larson Ave (Murphy's Pub). The council is not interested at this time. A notice will be sent to Kensington Bank reflecting this decision.
- 2016 Grant County Final Solid Waste Budget was reviewed.
- The Board of Appeal and Equalization Meeting is scheduled for Thursday, April 14<sup>th</sup>, 2016 at 5:30 pm at Ashby City Hall.
- Winnie Thompson expressed concerns regarding the welfare of a neighbor. Law enforcement will make a welfare check and Thompson was advised to contact Social Services.

Jaenisch moved to adjourn. Second by Karl. MCU Adjourn at 6:54 pm.

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Jackie Schmitz, Clerk/Treasurer