

MINUTES
Regular Meeting
November 10th, 2016

- Regular Meeting** A regular council meeting of the City of Ashby, MN was held at Ashby City Hall with the following members present: Grover, Jordan, Jaenisch, and Stierlen. Absent: None. Also present: Clerk Schmitz, Superintendent Johnson, Attorney Walton and Deputy Clerk Helle. Visitor's Present: Alden and Winnie Thompson, Larry Martinson, June and Joyce Lacey. Mayor Grover called the meeting to order at 6:00 pm.
- Agenda Approval** Upon motion from Jaenisch, seconded by Jordan and unanimously carried, the agenda was approved.
- Resolution 2016-32
Appoint Council** Upon motion from Jaenisch, seconded by Stierlen, Resolution 2016-32 – Resolution Appointing Councilmember Robert Grover. Roll Call Vote, those voting for: Jaenisch, Grover, Jordan, Stierlen. Those voting against: None. MCU
- Rural Taxing
District Request** Larry Martinson was present to discuss his request that the city create a Rural Tax District. Martinson is requesting to be at the Pelican Lake Township rate. Council has tabled the discussion until the December meeting to research what the township rate is and how this would affect the tax base as a whole before a decision is made.
- Land Use Violation
– 310 Larson Ave.** June and Joyce Lacey were present to discuss the land use violation of their property at 310 Larson Ave. Lacey's had a ramp constructed and attached to the house without the approval of a permit. The structure is also a violation of the set-backs. Council has informed the Lacey's that the structure needs to be removed and a permit obtained with the drawing of a new design that meets the set-back requirements. Council advised Lacey's to possibly contact Dustin Steenblock at the school and see if he could assist with removing the structure.
- 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 October 13th, 2016, and the claims & prepaid disbursements of November 10th, 2016 as presented.
- Mayor's Report** Mayor Grover reported that he and Clerk Schmitz recently attended the Multi-Hazard Mitigation Planning Meeting in Elbow Lake. This plan is updated every five years.
- Generator Request** Mayor Grover also presented the council with a request from the Ambulance and Fire Departments regarding the installation of the generator. The request is that the City pays \$2000 towards installation costs plus donates the generator. Upon motion by Jaenisch, second by Stierlen and unanimously carried, the council approved to counter offer, stating that the City will donate the generator, as previously discussed, and will contribute \$1000 towards the installation cost.
- Council Report** Councilman Jaenisch reported that the Street Committee recently met with Jeff Kuhn, Engineer with WSN and discussed possible street improvement projects. It was determined that there are not enough funds to do the magnitude of projects that we would like and the projects will not be completed in 2017. There will be some repairs done to Birch Street by the school. There was also discussion of putting a drain in by 102 Norge Street during the scheduled storm sewer project. This should help with run off. The street committee has also recommended increasing the amount put into the street fund each year.
- Clerk's Report** The clerk's report was reviewed. Clerk Schmitz explained to the council that there are several checks that have been issued and never cashed. We will be cleaning up these checks and possibly re-issuing those that we are able. The council called a Special Meeting for Tuesday, November 15th, 2016 at 10:00 am at Ashby City Hall to canvass election results.
- UB Max Three Year
Option** Upon motion from Jordan, second by Jaenisch and unanimously carried, council approved to pay the three year option with Softline Data for a cost savings on the UB Max Yearly Support.

Police Report	Chief Obright reported that October was a good month. Halloween went well with no major accidents. Chief Obright will be attending PIT Certification Training on November 9 th . The Incident Report was reviewed.
Fire Department Report	Fire & Rescue and Ambulance Reports were reviewed.
Relief Association Contribution Approval	Upon motion from Jaenisch, second by Jordan and unanimously carried, council approved the yearly Relief Association contributions of \$5000 from the Ambulance Fund, \$1500 from the Fire Department Fund and \$1000 from the City General Fund.
Ambulance Investment	Upon motion from Jaenisch, second by Jordan and unanimously carried, council approved to invest \$20,000 from the Ambulance Fund into a CD to be used for the purchase of a new Ambulance.
Public Works Report	Work order report was reviewed. Johnson reported that the city has received the new lawn mower and it works great. The compost site has been burned.
Comp-Time Payout Request	Upon motion from Jordan, second by Jaenisch and unanimously carried, council approved to pay out 80 hours of comp time to Superintendent Johnson per his request.
Snow Plow Bids	Upon motion from Jaenisch, second by Stierlen and unanimously carried, council approved to take the highest bid on the plow at the close of the bid, which ends November 10 th , 2016.
Old Business	<p>Clerk Schmitz provided the requested cost-analysis for the cost of purchasing electronic devices for council information vs. hard copies. No decisions were made.</p> <p>The Safe Routes to School Letter of Intent for TAP Funding has been submitted. The LOI has been reviewed and our project is eligible for funding and we can proceed with the full application, which is due January 2017.</p>
Resolution 2016-30 Approve 2017 Liquor/Tobacco Licenses	Upon motion from Jaenisch, seconded by Jordan, Resolution 2016-30 – Resolution To Approve 2017 Liquor Licenses. Roll Call Vote, those voting for: Jaenisch, Grover, Jordan, Stierlen. Those voting against: None. Carried
Resolution 2016-31 Approve Fund Transfer	Upon motion from Jordan, seconded by Jaenisch, Resolution 2016-31 – Resolution Allowing Transfer of Funds From the Sewer Fund to the Wastewater Construction Fund Roll Call Vote, those voting for: Jaenisch, Grover, Jordan, Stierlen. Those voting against: None. Carried
Land Use Permit Requirements	<p>The discussion regarding Land Use Permits and what requires a permit has been tabled.</p> <p>The meeting was adjourned at 7:15 pm CST.</p>

ATTEST: _____
 Jackie Schmitz, City Clerk

 Tom Grover, Mayor