

**MINUTES**  
**Regular Meeting**  
**October 13<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: Grover, Jordan, Jaenisch, Karl and Stierlen. Absent: None. Also present: Clerk Schmitz, Chief Obright, Superintendent Johnson, Attorney Walton and Deputy Clerk Helle. Visitor's Present: Tracey VonBargen – Grant County Engineer, Jeff Kuhn – WSN, Larry Martinson, Timona Karcher, Dustin Steenblock, several other community members present to discuss CSAH 82 street project. Mayor Grover called the meeting to order at 6:00 pm.

**Agenda Approval**

Upon motion from Jaenisch, seconded by Karl and unanimously carried, the agenda was approved with two additions. Technology and the Fire Department Generator.

**Community Garden Property**

Upon motion from Jaenisch, seconded by Jordan and unanimously carried, council approved the request by Dustin Steenblock – Ashby FFA Instructor, to relocate the Community Gardens to the area in Memorial Park where the skating rink was previously located. The planters will be moved to this location. The high tunnel will have further discussions to determine a location for that area. The current location was leased and the lease is discontinuing and there is no purchase option for the school.

**Martinson Rural Tax District Request**

Larry Martinson requested that the Ashby City Council consider creating a Rural Taxing District in the city. There has been much research regarding this topic. The council is open to considering the request. A public hearing will be held on Thursday, November 10<sup>th</sup> prior to the regular council meeting for all members of the public to provide feedback to the council before a decision is made.

**Jeff Kuhn – WSN City Street Repairs**

Jeff Kuhn, Engineer for WSN was present to discuss the city's options regarding street improvements for South Birch, Norge and Cedar. The council requested that Kuhn meet with the Street Commission and come back to the full council with recommendations for moving forward with these projects.

**Tracey VonBargen/  
Jeff Kuhn – CSAH 82 Updates**

Several residents were present to provide feedback on the changes made to the CSAH 82 project through Main Street Ashby. VonBargen took the feedback from the public hearing in September and made adjustments to the layout. VonBargen spent a lot of time observing truck traffic and riding with the bus drivers, talking with the Equity, JC's, and the Elevator and getting their feedback. VonBargen reported that a new change was recently made that while the corners are required to be ADA compliant, so are the sidewalks. So there are a few driveway aprons along CSAH 82 that will be removed and re-done to comply with the one and a half percent slant requirement. There was discussion regarding the ADA compliant requirements for the corners and further discussion regarding the corner on Birch Street. It is the goal that this street is not used for bus traffic as the road is not built for that kind of weight. There will be consideration of putting a flashing speed sign coming in on 82 from the North as the consensus is that this is a high traffic area and speed is an issue. VonBargen rode the school bus and took the corner on Main Street by City Hall going right and there were no problems with the driver staying away from the center line. The council will discuss more ideas with VonBargen and present them at the next council meeting.

**Community Club Request for Planters**

Timona Karcher was present on behalf of the Community Club requesting to use the planters that are placed down town during the spring/summer. The Community Club would like to use the planters for winter arrangements. The council informed Karcher that the city does not own the planters. They are owned by the garden club and would need their permission. The council also stated that the planters cannot be placed on Main Street as they would interfere with snow removal. The planters have been stored away for the winter and will more than likely not be pulled out again until spring. FFA Instructor Dustin Steenblock also stated that the planters are not made for winter elements.

**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 September 8<sup>th</sup>, 2016, and the claims & prepaid disbursements of October 13<sup>th</sup>, 2016 as presented.

<b>Mayor's Report</b>	Upon motion from Karl, seconded by Jaenisch and unanimously carried, the council reviewed two bids to replace the sidewalk outside city hall. A/C Masonry was approved with a bid of \$1,340 and contingent on them being licensed and bonded. The cost will be split in half with Pelican Lake Township.
<b>Council Reports</b>	Jordan requested that the council look into the cost of purchasing tablets for the council so that they are able to review council packets on the tablet as the council packets can get large and all of the paper, copier and labor costs that go into preparing the packets get high. Clerk Schmitz will prepare a cost analysis on the packets and how much the tablets would cost.
<b>Clerk's Report</b>	The clerk's report was reviewed. There were no questions or comments.
<b>Police Report</b>	Chief Obright reported that four applications were received for the part-time police officer. The Public Safety Committee will meet to discuss the applicants. Troy Hart has notified Chief Obright that he is unable to do the City Hall safety improvements that he had previously won the quote for. We will review the other quotes or look for more quotes to complete the project. School traffic is going well. There was a theft of one of the school trailer's that was found and returned to the school. The Incident Report was reviewed.
<b>Fire Department Report</b>	Fire & Rescue and Ambulance Reports were reviewed.
<b>Fire Department Generator Install</b>	The Ashby Fire Department provided a quote for the council to have the generator installed. The request was to see if the council would contribute additional funds for the installation. Upon motion from Karl, seconded by Jaenisch and unanimously carried, council approved to donate the generator to the Fire Department/Ambulance and to have it installed with the city overseeing the installation.
<b>New Fire Dept Member</b>	Upon motion from Jordan, second by Jaenisch and unanimously carried, the council approved the hire of Brent Christianson as a member of the Ashby Fire Department contingent on the passing of his background check.
<b>Arrow EMS Report</b>	The Arrow EMS Report was reviewed. Arrow EMS Education is working with the Ashby Ambulance Service advising them about the new requirements implemented by the Emergency Medical Services Regulatory Board. A survey of skill competence was completed by the Ashby Ambulance Service to identify areas of strength and weakness during training sessions.
<b>Public Works Report</b>	Work order report was reviewed. The old snow plow will go up for auction for two weeks. Jaenisch and Karl researched the cost and the asking price will be \$2500.
<b>Approval-New Mower</b>	Johnson provided the council with a quote from Alex Power for a new Kubota Mower along with a quote from John Deere. Upon motion from Jordan, seconded by Jaenisch and unanimously carried, the council approved the purchase of the Kubota from Alex Power for \$9,534 contingent upon the current cab fitting the new mower. If a bigger cab unit is needed then we will have to re-bid.
<b>Land Use Violation Notice – 310 Larson</b>	Attorney Walton informed the council that he sent a notification to the property owner at 310 Larson Ave, Joyce Lacey, regarding the ramp that was built in violation. The ramp has not been removed yet and the council agreed to have Walton send a second notice to remove the structure by October 31, 2016.
<b>Safe Routes To School – Letter of Intent</b>	Clerk Schmitz reported to the council that the application process for the TAP Funding for Safe Routes to School is open and a Letter of Intent is to be submitted by October 30 <sup>th</sup> . Council agreed that they want to attempt to obtain funding again this year.

- Resolution 2016-27 Donations** Upon motion from Jaenisch, seconded by Karl, Resolution 2016-27 – Resolution Acknowledging Donations. \$500 Donation from Communicating For Agriculture and \$500 Donation from Pederson Tripp Post #357, both designated to the Ashby Fire Department. Roll Call Vote, those voting for: Karl, Jaenisch, Grover, Jordan, Stierlen. Those voting against: None. Carried
- Resolution 2016-28 Joint Powers Agreement** Upon motion from Karl, seconded by Jaenisch, Resolution 2016-28 – Resolution Approving State of Minnesota Joint Powers Agreements with the City of Ashby on Behalf of its City Attorney and Police Department. Roll Call Vote, those voting for: Karl, Jaenisch, Grover, Jordan, Stierlen. Those voting against: None. Carried
- Resolution 2016-29 Council Resignation** Upon motion from Jordan, seconded by Stierlen, Resolution 2016-29 – Resolution Accepting Resignation of Council Member Jim Karl and Declaring a Vacancy. Roll Call Vote, those voting for: Jaenisch, Grover, Jordan, Stierlen. Those voting against: None. Abstained: Karl. Carried
- Approval Request – Carlson-Highland 2016 Audit** Upon motion from Jaenisch, seconded by Stierlen and unanimously carried, council approved to hire Carlson Highland to complete the 2016 Audit.
- City Facebook Page** Upon Motion from Jordan, seconded by Jaenisch and unanimously carried, the council approved to shut down the City of Ashby Facebook page as they discussed the risks and controversy of having the page open.
- Adjourn** Upon motion from Jaenisch, seconded by Jordan and unanimously carried, the meeting was adjourned at 8:00 pm CST.

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

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Tom Grover, Mayor