

**MINUTES**  
**Regular Meeting**  
**April 8, 2021**

**Regular Meeting**

A regular council meeting of the City of Ashby, MN was held at Ashby City Hall and via Zoom virtual option, with the following members present: Tom Grover, Ronnie Jaenisch, Wayne Stierlen, Carrie Obright. Absent: Jeremy Obright. Also present: Clerk Schmitz, Superintendent Johnson. Absent: None. Visitor's Present: Jeff Kuhn, Engineer with Widseth, Todd Hagen with Ehlers (via Zoom), Darin & Trent Froemming – TFC Poultry, Dean Birkeland – CarlsonSV. Mayor Grover called the meeting to order at 5:30 pm.

**Agenda Approval**

Upon motion from Jaenisch, seconded by Stierlen, and unanimously carried, the agenda was approved as presented.

**Visitors:**

**Jeff Kuhn –  
Engineer, Widseth,  
and Todd Hagen –  
Ehlers, Street  
Projects**

Jeff Kuhn, Engineer from Widseth and Todd Hagen, Financial Advisor from Ehlers were present to discuss options for the city to move forward with potential street improvement projects. Kuhn explained to Hagen the history of the projects in question and some background regarding the city's financial position for street projects. Hagen discussed different options the city has regarding borrowing funds for projects in the form of a bond and what state law needs to be followed for bonding. Hagen also discussed the city's options for special assessments to go along with bonding dependent on the level of improvements to adjoining properties. Council requested that Kuhn, Hagen and Public Works work closer to fine tune the needs and the city will then hold a Public Hearing to obtain feedback on the projects from the community.

**Darin/Trent  
Froemming – TFC,  
Right of Way  
Requests**

Trent and Darin Froemming of TFC Poultry were present to discuss the Right Of Way on the North Side of TFC's property. The Public Works Committee has had meetings with TFC Poultry, City Attorney Anderson and Grant County Engineer Tracey VonBargen. Upon motion by Jaenisch, second by C. Obright and unanimously carried, council approved to modify the Right of Way line along CR 82 from Melby to Nelson to allow for construction of a new building.

The second request by TFC Poultry was to install a CO2 tank on the South side of the property along Nelson Street in the City Right of Way. Upon motion from Jaenisch, second by C. Obright and unanimously carried, council denied the construction or placement of any permanent fixtures in the Right of Way along the South Side along Nelson Street, however did allow for TFC to remove the curb and pour concrete for parking along the Right of Way with the understanding that should any future repairs need to be made to the city utilities and any disruption of the concrete for said utilities, TFC Poultry is responsible for maintenance to replace/repair the disrupted concrete.

**Dean Birkeland –  
CarlsonSV, 2020  
Audit Review**

Dean Birkeland was present to review the 2020 Audit with council. Upon motion from Jaenisch, seconded by C. Obright, council approved to accept the final 2020 audit as presented and prepared by CarlsonSV.

**Minutes/Claims/  
Consent Agenda**

Upon motion from Jaenisch, seconded by C. Obright and unanimously carried, council approved the consent agenda which includes minutes of the regular council meeting March 11, 2021, and the claims and prepaid disbursements of April 8<sup>th</sup>, 2021 as presented and reviewed by Council Member Stierlen.

**Council Reports**

Council reviewed the Assessment Summary as provided by the Grant County Assessor. Council also discussed the request to plant a tree in Boe Park in Memorial. Council agreed that a Maple Tree would be the best option. Superintendent Johnson will determine a location for the tree.

**Clerk's Report**

The clerk's report was reviewed.

**Public Safety -  
Law Enforcement  
Report**

Council reviewed the log report as presented by the Sheriff's Department.

**Fire/Ambulance Department** The Ambulance and Fire Report was reviewed as presented.

**Public Works** The Public Works Report was reviewed.

**Street Lights** Upon motion from, Jaenisch seconded by C. Obright, and unanimously carried, council approved to have a new streetlight installed in Birch Avenue Cul de Sac and the monthly usage expense will go to the city.

**Old Business: Administrative Fine Ordinance** The Administrative Fine Ordinance was received as drafted by Attorney Anderson. Sheriff Haberer was present via Zoom to answer any questions. Council would like more time to review in more detail and determine if there are any questions or changes to be made prior to approval at the May Council meeting.

**Port-A-Potty Pricing** Clerk Schmitz reported to the council what information was collected regarding pricing for renting port-a-potty's in the City Park for the summer season. Upon motion by Stierlen, second by Jaenisch and unanimously carried, council approved to rent 2 port-a-pottys from Josh's Portable Toilet Rental for \$500 per toilet for the season.

**New Business Quarter 1 Financial Review** Council reviewed the Quarter 1 Financial Statements as provided.

**2021 Clean-Up Day** Council would like to host its annual Clean-Up day again in 2021. The Clerk and PW Superintendent will coordinate a date with Engebretson's.

**Approve: Ashby Legion Outdoor Liquor Permit – Memorial Day Exception** Upon motion from Jaenisch, seconded by C. Obright, and unanimously carried, council approved the Outdoor Liquor Permit for Ashby American Legion for May 31<sup>st</sup>, 2021 for Memorial Day approving with the exception of the 60 Day Notification Requirement.

**Approve: Otter Tail Power Municipal Application for Street Lights** Upon motion from Jaenisch, seconded by C. Obright, and unanimously carried, council approved the Application to Otter Tail Power Company for LED updates to the City Street Lights.

**Adjourn** Upon motion by Jaenisch, seconded by C. Obright and unanimously carried, the meeting was adjourned.

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

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Tom Grover, Mayor