

April 11th, 2024

5:30 pm Council Meeting

Check Bills – Carrie

2023 COUNCIL CHECKING BILLS

Jan. - Ron
Feb. - Wayne
March - Amy
April - Carrie
May - Scott
June - Wayne
July - Ron
August - Amy
September - Carrie
October - Scott
November - Ron
December - Wayne



APRIL CITY COUNCIL MEETING AGENDA
Thursday, April 11th, 2024
Ashby City Hall – 5:30 P.M.

Call to Order
Pledge of Allegiance
Additions to Agenda/Approval of Agenda

Public Comment

Visitors:

Consent Agenda

- ☀ Approval of Minutes
- ☀ Approval of Bills

Mayor's Report

Council Reports

Administration

- ☀ Clerk/Treasurer's Report
- ☀ Board of Appeals Reconvene Meeting: 4/22/2024

Public Safety

- ☀ Grant County Law Enforcement Report
- ☀ Fire/Ambulance Department Report
 - Senate Resolution

Public Works

Picnic Table Replacement

Old Business

- ☀ Senior and Community Center Updates
 - Bid direction
- ☀ Purchased Parcel Plan
- ☀ Country View Estates Update
- ☀ Ashby City-Wide Clean up set for Thursday May 16th, 2024

New Business

- ☀ Request Approval: Hiring James Hustad for Fire Department
- ☀ Request Approval:: Land Use Permit (Rylander)
- ☀ 1st Quarter Financials

Adjourn

MINUTES
March Regular Council Meeting
Thursday, March 14th, 2024

- Regular Meeting** A regular council meeting of the City of Ashby, MN was held at Ashby City Hall with the following members present: Amy Johnson, Wayne Stierlen, Scott Ellingson, Carrie Obright and Ron Jaenisch. Absent: None. Also present: Clerk Thormodson, Deputy Clerk Klinkner and Public Works Superintendent Johnson. Mayor Johnson called the meeting to order at 5:35 pm.
- Agenda Approval** Upon motion from Jaenisch, seconded by Johnson, and unanimously carried, the agenda was approved.
- Visitors:**
-Mark Zlotnick Zlotnick gave information about the possible future of EMS funding and he requested council approval to expand the Ambulance and Fire Hall bays to better fit equipment.
Request Approval: Upon motion from Jaenisch, seconded by Stierlen and unanimously carried, council approved of the expansion project.
Fire/Amb Expansion
- Dean Birkland with CarlsonSV** Birkland went over the 2023 City Audit. No discrepancies were found.
- Public Comment:** None given.
- Consent Agenda Minutes/Claims** Upon motion from Jaenisch, seconded by Stierlen and unanimously carried, council approved the consent agenda which includes minutes of the Regular Council Meeting of February 8th, 2024 and the claims and prepaid disbursements of March 14th, 2024 as presented and reviewed by Johnson.
- Council Report** Ellingson attended the monthly Senior Citizen's meeting. He reported council's plans for updating the building. Some senior's stated that they are willing to help.
- Mayor's Report** Mayor Johnson spoke about the success of the Celebration of Service Event and about the good feedback she received about the State of the City letter that was mailed to residents.
- Clerk's Report** The Clerk's Report was reviewed. City custodian Darol Erickson resigned. The custodial duties will be taken on in house by Public Works and Administration. The Board of Appeals meeting will be held on April 1st at City Hall.
- Public Safety**
-Law Enforcement The Grant County Law Enforcement was reviewed.
-Fire & Ambulance The Fire and Ambulance report was reviewed.
- Public Works**
Request Approval: The Public Works report was reviewed. Approval requested to have the water filtration media cleaned. Upon motion from Jaenisch, seconded by Ellingson, and unanimously carried, the request was approved.
***Media Cleaning**
- Old Business**
-Senior and Community Center Interstate Engineering inspected the center and found the building to be structurally sound. Council requests to get the roof inspected.
- Land Acquisition Update** The city now owns the property on the NW corner of Nelson and Melby. Clerk Thormodson will reach out to the owner of the vehicles that are located on it to have them removed.
- New Business**
Request Approval: Upon motion from Jaenisch, seconded by Obright and unanimously carried, council approved of the Animal Control Agreements with the Grant County Humane Society. The new agreement is for dog and cat control.
***Grant County Humane Animal Control Agreement**

**Request Approval:
*Outdoor Permits
for the Ashby Legion**

Upon motion from Jaenisch, seconded by Obright and unanimously carried, council approved the two outdoor permits for the Ashby Legion.

**All-County Mutual
Aid Agreement**

The All-County Mutual Aid Agreement for Grant County was reviewed.

**Request Approval:
*Resolution 2024-02
Authorizing Mutual
Aid**

Upon motion from Jaenisch, seconded by Stierlen - **Resolution 2024-02 Authorizing Mutual Aid.** Roll Call Vote, those voting for: Stierlen, Johnson, Jaenisch, Ellingson and Obright. Those voting against: None. Carried.

**Request Approval:
*Resolution 2024-03
Approving County
Project**

Upon motion from Jaenisch, seconded by Obright - **Resolution 2024-03 Approving County Project within Municipal Corporate Limits.** Roll Call Vote, those voting for: Stierlen, Johnson, Jaenisch, Ellingson and Obright. Those voting against: None. Carried. This is for resurfacing part of Highway 82 on the western side of Ashby.

Adjourn

Upon motion by Jaenisch, seconded by Obright and unanimously carried, the meeting was adjourned at 7:02 pm.

**April Council
Meeting**

The next regular City Council Meeting will be held on April 11th, 2024 at City Hall starting at 5:30 pm.

ATTEST: _____
Mike Thormodson, City Clerk

Amy Johnson, Mayor



March - April 2024 Council Bills

Date	Claim #	Check #	Paid to:	Amount
Total Prepays (Attached Disbursement Register)				\$41,292.79
Total Claims for Approval (Attached)				\$24,688.36

\$65,981.15

*Disbursement Register lists all bills paid since last council meeting.
Claims List for Approval are bills to be paid after council approval.*

2024 Clerk/Treasurer's Report

March 15th - April 11th , 2024

The following is a list of work items in addition to regular monthly activities which includes all financial aspects of the City, utility billing, preparing and delivering council packets, updating web-site, posting and publishing notices, economic development tasks, maintaining work order system, publish and make changes to ordinances, keep policy book and resolution book updated and handle several items for the fire and ambulance department.

- Blandin Foundation Grant Application - Center restroom remodel
- ALF Meeting on March 27th - Welcoming Committee meeting on March 28th
- MCFOA Conference March 20-22
- Welcoming Week Grant Application
- Assembled Council Chairs and painted council chambers with Deputy Clerk's assistance
- BOA Meeting on April 1st, Reconvene set for April 22nd.
- MMCI Year 2 will be on Monday May 6th- May 10th in St. Cloud
- FEMA Grant Application Closeout Process
- Arrow EMS Invoicing
- TFC Loading Rates and Fines
- Fire and Ambulance Meeting on April 9th
- Scheduled City Wide Clean-up Day for Thursday, May 16th.

**Ashby City Activity Report
March 2024**

Title		Reported Date
Suspicious		3/4/2024
Accident		3/4/2024
Public Assist		3/15/2024
Traffic Complaint		3/19/2024
Animal		3/20/2024
School Related Incidents		3/21/2024
Motorists Assist		3/24/2024
Child Custody Dispute		3/25/2024
Child Custody Dispute		3/26/2024
911 Hang Up		3/31/2024
Animal		3/31/2024



Ashby Officer Activity Report - March 2024

Employee	Date	Activity	Start	End	Time	Comment	Veh #	Miles	Weather
Froemming, Ken	3/3/2024	CT	16:53	17:03	00:10		408	0	
	3/17/2024	CT	12:43	16:43	04:00	Ashby Patrol	408	0	
	3/30/2024	CT	07:39	08:03	00:24		408	0	
		CT	09:34	11:25	01:51		408	0	
Total					6:25:00			0	
Johnson, Elliot	3/6/2024	CT	09:15	09:45	00:30			0	
	3/8/2024	CT	16:30	17:30	01:00			0	
	3/9/2024	CT	15:30	16:30	01:00			0	
	3/10/2024	CT	14:55	15:55	01:00			0	
	3/20/2024	CT	08:00	09:00	01:00			0	
	3/21/2024	CT	07:25	08:25	01:00			0	
	Total					5:30:00		0	
Obright, Jeremy	3/1/2024	CT	00:15	00:55	00:40	40 minutes patrol	403	0	
		CT	02:20	02:40	00:20	20 minutes patrol	403	0	
	3/2/2024	CT	00:30	02:15	01:45	1 HOUR 45 MINUTES PATROL	403	0	
	3/6/2024	CT	19:16	19:46	00:30	30 MINUTES PATROL	403	0	
	3/7/2024	CT	00:41	02:11	01:30	90 minutes patrol	403	0	
		CT	19:30	20:00	00:30	30 MINUTES PATROL	403	0	
	3/8/2024	CT	01:30	02:15	00:45	45 minutes patrol	403	0	
	3/9/2024	CT	02:00	02:15	00:15	15 MINUTES PATROL	403	0	
		CT	13:30	13:45	00:15	15 MINUTES PATROL	403	0	
	3/10/2024	CT	01:15	03:15	02:00	1 HOUR PATROL	403	0	
	3/11/2024	CT	01:45	02:00	00:15	15 MINUTES PATROL	403	0	
	3/13/2024	CT	19:16	20:16	01:00	1 HOUR PATROL	403	0	
	3/14/2024	CT	00:22	01:37	01:15	1 HOUR 15 MINUTES PATROL	403	0	
		CT	16:50	18:05	01:15	1HR 15 MINUTES PATROL	403	0	
		CT	22:16	00:46	02:30	2.5 HOURS PATROL	403	0	
	3/20/2024	CT	18:30	19:30	01:00	1 HOUR PATROL	403	0	
	3/21/2024	CT	00:30	02:15	01:45	1 HOUR 45 MINUTES PATROL	403	0	
	CT	18:04	19:04	01:00	1 HOUR PATROL	403	0		



Ashby Officer Activity Report - March 2024

	3/22/2024	CT	00:45	02:15	01:30	90 minutes patrol	403	0
	3/23/2024	CT	01:15	01:30	00:15	15 MINUTES PATROL	403	0
		CT	13:41	14:11	00:30	30 MINUTES PATROL	403	0
		CT	16:53	17:23	00:30	30 MINUTES PATROL	403	0
	3/24/2024	CT	00:45	01:30	00:45	45 minutes patrol	403	0
		CT	13:40	14:40	01:00	1 hour patrol	403	0
		CT	23:45	02:00	02:15	2 HRS 15 MINUTES PATROL	403	0
	3/28/2024	CT	00:00	02:15	02:15	2 HOURS 15 MINUTES PATROL	403	0
		CT	19:28	20:28	01:00	1 HOUR PATROL	403	0
	3/29/2024	CT	00:01	02:16	02:15	2 HOURS 15 MINUTES PATROL	403	0
	Total				30:45:00			0
Rude, Andy	3/2/2024	CT	22:05	00:05	02:00	PATROL	410	0
	3/3/2024	CT	21:05	22:35	01:30	PATROL	410	0
	3/4/2024	CT	21:45	23:15	01:30	PATROL	410	0
	3/5/2024	CT	21:45	23:50	02:05	PATROL	410	0
	3/22/2024	CT	18:45	19:45	01:00	PATROL	410	0
	Total				8:05:00			0
Rustand, Nolan	3/29/2024	CT	20:00	21:00	01:00		407	0
	Total				01:00			0
Skadsem, Jordan	3/1/2024	CT	01:20	02:20	01:00		406	0
	3/8/2024	CT	03:26	03:56	00:30		406	0
		CT	20:30	21:00	00:30		406	0
	3/12/2024	CT	00:14	01:29	01:15		406	0
		CT	22:00	23:30	01:30	ICR 24000896	406	0
	3/15/2024	CT	15:22	16:22	01:00		406	0
		CT	22:33	23:33	01:00		406	0
	3/18/2024	CT	22:10	23:25	01:15		406	0
	3/25/2024	CT	15:42	17:12	01:30	ICR 24001050	406	0
		CT	21:47	22:47	01:00		406	0
	3/26/2024	CT	18:09	19:09	01:00		406	0
	Total				11:30:00			0



Fire Department & Ambulance Activity

Activity- March - 2024		
Ambulance Calls:	19	4 in City
Fire & Rescue Calls:	6	0 in City



City of Ashby

From: City of Ashby
Sent: Friday, April 05, 2024 4:25 PM
To: 'Jim Standish'
Cc:
Subject: RE: Marsh View Apartments and other stuff

I'll gage their interest at the council meeting next week and let you know.

Thanks,

Mike Thormodson

Clerk/Treasurer
City of Ashby - Pop. 469
203 West Main
Ashby, MN 56309
218-747-2876 Fax: 218-747-2886
e-mail:
www.AshbyMinnesota.org

From: Jim Standish [mailto:[com\]](mailto:)
Sent: Friday, April 05, 2024 3:47 PM
To: 'City of Ashby'
Subject: RE: Marsh View Apartments and other stuff

Hi,

We would have a discussion with the City, in order to mutually determine what the City has in mind. The city would have to into an agreement with the Grant County HRA for the development of the apartments. We can take it step by step. Please let me know what you think. Thank you.

Jim

From: City of Ashby <[com](mailto:)>
Sent: Friday, April 5, 2024 2:55 PM
To: Jim Standish
Subject: RE: Marsh View Apartments and other stuff

GRANT COUNTY SECURITY NOTICE:

This email originated from an external sender. Exercise caution before clicking on any links or attachments and consider whether you know the sender. For more information please contact support.

What about next steps for construction on the property the city purchased?

Mike Thormodson

Clerk/Treasurer
City of Ashby - Pop. 469
203 West Main
Ashby, MN 56309
218-747-2876 Fax: 218-747-2886
e-mail: _____
www.AshbyMinnesota.org

From: Jim Standish [mailto:_____]
Sent: Friday, April 05, 2024 12:21 PM
To: 'City of Ashby'
Subject: RE: Marsh View Apartments and other stuff

Hi Mike,

Currently, we have 10 on the waiting list for Marsh View.

With that being said, we have found out that a waiting list is just a reflection and not an accurate ready for move in list. From the time they go on the waiting list, until the time they are contacted, circumstances may have changed. They may not be ready, changed their minds or even deceased. I hope this helps give you and the city some guidance. Thank you.

Jim

From: City of Ashby <_____
Sent: Thursday, April 4, 2024 1:15 PM
To: Jim Standish <_____
Subject: Marsh View Apartments and other stuff

GRANT COUNTY SECURITY NOTICE:

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Good Afternoon Jim,

I am wondering if there is a waitlist for the Marsh View Apartments...and if so how large is it. Council is looking into the possibility of purchasing land and they are game planning for how many Marsh View type units they should include. The city also purchased a parcel in town North of the North Star Retreat Center. Council is interested in partnering with HRA to develop that into housing. What would be the next step?

Thanks for your time,

Mike Thormodson

Clerk/Treasurer
City of Ashby - Pop. 469
203 West Main
Ashby, MN 56309
218-747-2876 Fax: 218-747-2886
e-mail: _____
www.AshbyMinnesota.org

Ashby City-Wide Clean-up

This is for City of Ashby Residents Only
(City of Ashby Utility Bill will be required at drop off)

Thursday, May 16th, 2024
4:00—6:00 p.m.

Bring your Items to Ashby City Hall

Charges will apply for small appliances and electronics.

The following will be accepted at no charge:

- Loose scrap metal
- Misc. household garbage
- Furniture & Mattresses
- Lawn Mowers & Yard Equipment (Drained of fluids)
- Washers, Dryers, Stoves, Ovens & Water Heaters

**FREEZERS, REFRIDGERATORS & AIR
CONDITIONERS WILL NOT BE ACCEPTED**

HOUSE DEMO WILL NOT BE ACCEPTED

**HAZARDOUS WASTE WILL NOT BE
ACCEPTED**

**WATER SOFTENERS WILL NOT BE
ACCEPTED**





Application for Land Use Permit-Residential – New Construction

The City of Ashby is an equal opportunity provider & employer.

Ashby City Hall

203 West Main
PO Box 320
Ashby, MN 56309
Phone 218-747-2876 Fax 218-747-2886

Date: March 11/04 Estimated Cost of Project: \$ 400K
Fee Paid: 200 (\$5.00 for each \$10,000 of the project)

Street Location of Property: Prairie Dr. OR
Legal Description of Property: 17-0349-209

Owner: Name: Anita Rylander Phone:
Address:
City: Ashby State: Zip:

Applicant (If other than owner):
Name: NLS Homes Phone:
Address: 550 Gutenberg Hts
City: MN State: MN Zip: 56537

Residential requirements are as follows-you must follow these requirements in order to receive a land use permit:

Residential requirements are as follows-you must follow these requirements in order to receive a land use permit:

- (1) Setbacks.
Front yards. Not less than 30 feet; except in the case of existing structures, the front set-back will be determined to be in-line with those existing structures on that same street.
Side yards. Minimum of 6 feet on one side and 8 feet on the other from outer edge of eaves to lot line.
Rear yards. 15 feet
Detached accessory building setback requirements. At least 18 inches from edge of eaves to lot line. Accessory building in the front yard must follow the 30 foot set-back requirement.
Access. All lots shall front on and have ingress and egress by means of a public right-of-way.

Description of Request:

New Home Build
Has an application for the request been previously sought? NO When?

By signing this application, I assert that these state are true and correct to the best of my knowledge. I also agree to follow the above-mentioned set-back requirements

Signature of Applicant Date: 3/11/04

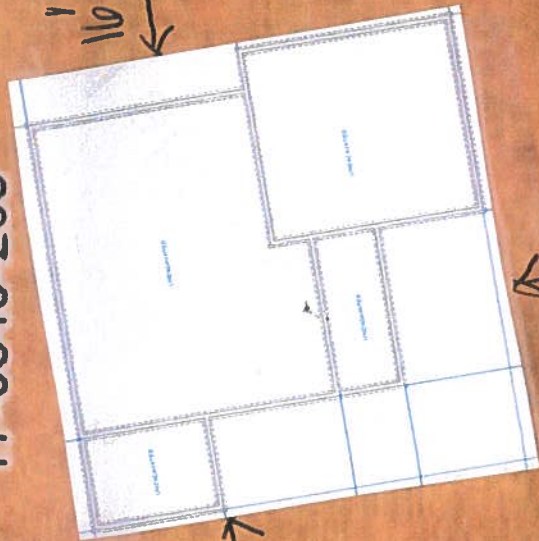
Please attach a drawing that shows lot lines, street names, distance from side and rear lot lines, setback from front lot line to structure. For garage, show distance from garage to house, garage to side or rear lot lines. Show North direction.

- For Country View Estates – We need a separate check-list (attached) that pertains to the Covenants.

Office use only Approved Denied Need Planning Commission Approval Date

Reason

17-0349-208



16'

16'

45'

9-207

Ashby