

**City of Ada**  
**Minutes of the Regular City Council Meeting – August 4, 2011**

**Members present:** Mayor Ellefson, Members Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault.

**Others present:** Shelley Kappes, Anne Rasmusson, Eric Robb, Wade Krohmer, Brian Rasmusson, KRJB representative, Doug Marcussen, Juanita Rasmusson, Tim Halle, Lee Ann Holl, and others.

**Mayor Ellefson called the meeting to order at 6:00 p.m.**

**III. Citizens forum.** None.

**IV. Consent agenda.** Listed on the consent agenda was: July 6, 2011 council meeting minutes, City pre – paid checks, City accounts payable in the amount of \$230,917.39.

**Motion by Member Edwards, second by Member Austinson to approve the consent agenda. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**V. Approve agenda.** Added to the agenda was: Attorney update, utility repairs, temporary on – sale liquor license, creamery.

**Motion by Member Hansen, second by Member Erickson to approve the agenda with the additions. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**VI. A. 1. Mayor’s report. Attorney update.** Anne stated that there is two options. She stated that the first option would be to inquire with the mortgage company to see if they would do a satisfaction of mortgage at which time the property owner would deed the property over to the City. The City would then have the house torn down at the City’s expense. The second option would be to send out the nuisance letter giving the property owner 10 days to address the issue and if the owner doesn’t comply, the City would have the house torn down and assess the property for the expense.

**Motion by Member Pinsonneault, second by Member Austinson to attempt the first option and if there isn’t success after reasonable efforts to then move on to the second option. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

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Anne also gave an update on the appraisals that they have been waiting for. She stated that she did receive them and immediately forwarded them on to Moore Engineering. Tyson will address those when he gets back in the office.

Old cemetery plots. Anne was asked to see if there is a way for the City to get back unused lots. Anne stated that there is a quiet title action and explained a few of the details.

**B. Dekko Community Center.** Eric gave an update on the locker room repairs.

**C. Planning & Zoning Commission.** Nothing for action.

**D. 1. Public Safety Committee. Emergency sound alarms.** Wade provided a policy for sounding the alarms. Member Pinsonneault suggested changing the wording to state that the decision is made and administered by the Sheriff's Department. Also the individuals listed can independently override and trigger their sounding. Also the word 'and' after warning in item 4 and to add "in the absence of the Mayor" after Ada Vice - Mayor in item 6 of the policy.

**Motion by Member Pinsonneault, second by Member Robertson to approve the Policy for Use and Sounding of the Outdoor Warning Sirens with the above mentioned changes. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**2. Generator.** Member Pinsonneault stated that the sirens in town do not have back-up generators if the power goes out. He would like to see what can be done to insure that at the very least, the Public Safety Building and the siren located there have a generator.

**Motion by Member Pinsonneault, second by Member Hansen to install the unused generator to cover the Public Safety Building and siren and if it is too big, pursue buying a new one. Discussion:** The Public Works Board is already checking into different options for this issue. **Members voting for: none. Against: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Motion failed.**

**E. 1. Public Works Board. Approve crack sealing.** Brian stated that the Highway Department has offered to do the sealing for the cost of the product and cost of wages for their summer help.

**Motion by Member Edwards, second by Member Hansen to approve up to \$20,000 for crack sealing. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**2. Sirens.** Brian went over the cost to have new sirens installed. He is questioning which type of siren the council would like to go with before he pursues quotes.

**Motion by Member Austinson, second by Member Pinsonneault to get at least two quotes for A/C sirens. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**3. Highway 9 electrical underground work estimate.** An estimate was provided for the council. There would be a cost savings if re – furnished transformers were used instead of new ones.

**4. Utility repair.** There are lines on 8<sup>th</sup> Ave that have been stretched out due to the rough winter. The estimate to get it fix was \$5,700 by Holt Electric.

**Motion by Member Edwards, second by Member Hansen to approve the repairs to the lines on 8<sup>th</sup> Avenue for \$5,700 by Holt Electric. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**F. 1. Economic Development Authority. Wilcraft update.** Member Edwards gave an update on the progress of bringing this business into town.

**G. 1. Finance / Labor Committee. Clerk / Treasurer report.** Shelley stated that the preliminary budget will be presented to the committee at their next meeting. She also stated that the City didn't receive as much LGA as was hoped.

**2. Liquor Store Manager report.** Gerrie went over the numbers for the council. She also stated that she has been having trouble with the cooler. She has been working to get quotes.

**Motion by Member Austinson, second by Member Edwards to authorize Gerrie to get 2 quotes for the repairs of the cooler and show it to Shelley and go from there to get the repair done. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen. Against: Pinsonneault. Motion passed.**

**a. Liquor Dram Shop Insurance.**

**Motion by Member Hansen, second by Member Pinsonneault to purchase 2 million in umbrella coverage for \$5,000.00 with an effective date of August 5, 2011. Members voting**

**for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**VII. A. Old business. Cemetery.** Discussion was held regarding opening up a new section that would allow for upright monuments. It was stated that it would cost \$2,500 – 3,000 to pin this section and would give about 300 new plots.

**Motion by Member Erickson, second by Member Pinsonneault to have Earl Visser pin a new section in the cemetery and to charge \$350 per plot in that section and to raise the price per plot in the rest of the cemetery to \$250 per plot. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

The door and siding on the mausoleum is in poor condition. They received a quote for \$1,600 to replace the door and repair the siding.

**Motion by Member Pinsonneault, second by Member Edwards to approve the quote for \$1,600 to replace the door and repair the siding on the mausoleum. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**VIII. A. New Business. Choose Kaleidoscope reps.** Mayor Ellefson and Member Edwards volunteered.

**D. Creamery lot.** The council would like to see signs that say “no overnight parking” posted at the site. They would also like to sell the property. The council also discussed selling the City Hall building and the old Hausten Hardware lot.

**Motion by Member Edwards, second by Member Robertson to solicit proposals for the old Creamery lot, the old Hausten Hardware lot, and City Hall property. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**B. Evaluation policy.** The council discussed how often department head evaluations should occur and who should do them.

**Motion by Member Hansen, second by Member Robertson to hold department head evaluations annually by November 1<sup>st</sup> to be evaluated by a committee consisting of two council members on the Finance / Labor committee and one council member from the committee of the department. They will be evaluated based on the form previously**

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**adopted and will focus on goal setting. It will be held in confidence. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**C. Approve first reading of Ordinance #449 – amending Section 50-1 of the Municipal Code.**

**Motion by Member Robertson, second by Member Pinsonneault to approve the first reading of Ordinance #449. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**E. Temporary on – sale liquor license.** The Norman County Independent Republicans are looking to have a fund raiser and they will be charging for the event. It is uncertain whether or not they meet the State’s guidelines to qualify for the license.

**Motion by Member Pinsonneault, second by Member Edwards to approve the temporary on – sale liquor license for the Norman County Independent Republicans pending State approval. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**IX. Motion by Member Edwards, second by Member Peterson to adjourn the meeting at 8:25 p.m. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

Respectfully submitted,

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Shelley Kappes  
City Clerk / Treasurer

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Jim Ellefson  
Mayor