

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

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

**Others present:** Shelley Kappes, Anne Rasmusson, Eric Robb, Brian Rasmusson, John Kappes, KRJB representative, Brad Bail & Randy Iverson – Indepth Inspection, Wade Krohmer, Tim Halle, Gerrie Aasland, and others.

**Citizens forum.** None.

**IV. Consent agenda.** Listed on the consent agenda was: September 6 & 14, 2011 Council meeting minutes, City pre – paid checks, City accounts payable in the amount of \$144,681.71.

**Motion by Member Pinsonneault, second by Member Robertson 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 an update on the appraisals as part of the attorney updates.

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

**VI. A. 1. Mayor’s report. Attorney updates.** Anne gave an update on the Hoekstra house damaged by fire. She stated she is still working on this issue and finally might have the name of a contact that could make a decision on the property.

**Motion by Member Erickson, second by Member Edwards to have Anne give it three more days to try to contact the bank on this property before sending the letter to the owners to have the blight taken care of. Members voting for: Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: Austinson. Motion passed.**

**2. Appraisal update.** Anne stated that they have the appraisals back for the properties affected by the re – alignment of Ditch 51. As part of the process of negotiating with the property owners she needs to provided them with copies of the appraisal and give the formal notice.

**Motion by Member Pinsonneault, second by Member Hansen to authorize the City Attorney to give formal notice to the landowners affected by the Ditch 51 project. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**B. Dekko Community Center. Approve new hires of Carly Steen – lifeguard and Jim Mulvihill – desk clerk.**

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

**2. Approve Dekko Center lease agreement with Ada – Borup School District.**

**Motion by Member Robertson, second by Member Peterson to approve the Dekko Center Lease Agreement with the Ada - Borup School District. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**3. Approve Ball Field Lease Agreement with Ada – Borup School District.**

**Motion by Member Robertson, second by Member Peterson to approve the Ball Field Lease Agreement with Ada – Borup School District. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**4. Shower problem.** Eric explained the problem with one of the showers in the women’s locker room and the process it would take to fix it. The question was raised on whether or not to repair the shower.

**Motion by Member Erickson, second by Member Pinsonneault to have Eric research the cost to repair the shower. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**C. 1. Planning & Zoning Commission. Update from Brad Bail.** Brad indicated that there have been 29 permits issued so far this year.

**2. ISO rating.** The Insurance Service Organization came in and did an audit of the City. This rating affects the rates residents pay for insurance. The City is waiting to see the results of the audit.

**3. Sip property setbacks.** The property owner had concrete poured before obtaining a building permit. This poses a problem when setbacks haven't been determined. Since then he had obtained a building permit and continued with the project.

**4. Dale Pederson property.** Brad explained that the owner has started constructing an addition without a building permit. Brad inspected what was already constructed and determined that it doesn't meet the building code. Brad issued a "Stop Work Order" for the project and waited to hear from the owners. He also attempted to visit with them but they were not home. They continued to construct the project without a permit. A certified letter was sent to the owners. Vicki Pederson responded and stated that she didn't know her husband was building anything. Brad stated what she would need to do to comply.

**D. 1. Public Safety. Vehicle purchase.** Wade explained that the Mountaineer is rusting out around the sunroof and the paint on the whole vehicle is starting to crack. The quote from Ada Body Shop to fix it would be \$3,208.00. Wade would like to sell the Mountaineer and use the money plus some of the \$9,000 that gets put into Long Term Designated Capital to purchase a different 4 wheel drive vehicle. Wade figure he could get \$3 – 4,000 for the Mountaineer at auction. Wade stated that he has found a vehicle for \$11,500 that has 60,000 miles on it and is equipped with everything but the radio. Mayor Ellefson asked if there would be any additional costs above the \$11,500 and Wade stated that there would be very little as he could do most of it himself.

**Motion by Member Pinsonneault, second by Member Robertson to do the transaction as Wade suggested. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

Wade stated that the roof repairs have been completed. He also answered a couple questions about repairs to the squad car.

**E. 2. Public Works. Energy contracts.** Public Works Board suggested hiring a consultant to help go over the energy contracts.

**Motion by Member Pinsonneault, second by Member Hansen to authorize Public Works to contact consultants to get a price for their services. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

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**3. Approve siren purchase and identify funding source.** John stated that Midstates is the low quote with \$26,861.36 plus an additional \$100 for mileage. The council discussed taking the money out of undesignated funds.

**Motion by Member Pinsonneault, second by Member Robertson to approve the purchase of the sirens from Midstates in the amount of \$26,861.36 plus an additional \$100 for mileage and to pay for it with undesignated capital funds. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**4. Approve transformer purchase.** John stated that the transformer behind Valley View Manor needs to be replaced. He received a low quote from T&R Electric for \$5,815.00.

**Motion by Member Erickson, second by Member Edwards to approve spending \$5,815.00 for a transformer from T & R Electric. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**5. Approve tire purchase for pay loader.** John informed the council that the pay loader needs new tires. They received a low quote of \$7,590.92 from Fargo Tire Service and they will come to Ada to put the tires on.

**Motion by Member Austinson, second by Member Edwards to approve spending \$7,590.92 with Fargo Tire Service for tires for the pay loader. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**F. 1. Economic Development Authority. Approve funding request for demolition of property at 322 W. 3<sup>rd</sup> Ave S.**

**Motion by Member Edwards, second by Member Erickson to approve funding up to \$1,500 for the demolition of #22 W. 3<sup>rd</sup> Ave S. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**2. Updates.** Member Edwards gave an update on Wilcraft and the old City Hall.

**G. 1. Finance / Labor Committee. Clerk / Treasurer report.** Shelley stated that direct deposit for payroll will start in October. She has also been working on the refinancing of the '03 Bonds and is figuring a savings of about \$63,000.00.

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**a. Labor attorney.** The Finance / Labor committee recommended hiring Permberton Sorlie Rufer Kershner as guidance to assist with labor negotiations.

**Motion by Member Pinsonneault, second by Member Erickson to approve hiring Permberton Sorlie Rufer Kershner to assist with labor negotiations. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**b. Refinance Fire Hall.** Shelley stated that David Drown would not get paid unless the refinancing is successful. She is looking for approval to refinance the Fire Hall and to hire David Drown to draw up a Capital Plan.

**Motion by Member Pinsonneault, second by Member Erickson to refinance the Fire Hall and hire David Drown to draw up a Capital Plan. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**2. Liquor Store Manager report.** Gerrie went over the financials for the Liquor Store.

**VII. A. Old Business. Assisted Living Project.** Anne stated that she had received a call from Katie Redig at the hospital regarding writing of the sub-lease. Anne stated that she had not been instructed by the council on how this was going to be handled and asked the council for clarification.

**Motion by Member Hansen, second by Member Robertson to have Anne work with the Essentia attorney on the sub – lease and bill Essentia or work the costs into the bonding cost.** Discussion: The council discussed whether or not the City should pick up these costs. It was also brought to question if there should be a public hearing before a decision is made on what costs should be covered by the City. **Member Robertson withdrew her second to the motion, and Member Hansen withdrew his motion.**

**Motion by Member Erickson, second by Member Edwards to have a public hearing regarding the Assisted Living Project. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**VIII. A. Kaleidoscope reps.** Member Austinson volunteered.

**B. Approve Resolution 2011-10-01 – detachment of land to City limits.** This would detach a piece of land on the north side of 8<sup>th</sup> Ave West and it would then be a part of McDonaldsville Township.

**Motion by Member Hansen, second by Member Edwards to approve Resolution 2011-10-01. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**C. Approve Resolution 2011-10-02 – joint resolution with McDonaldsville Township.** If the township signs off on this resolution, it would put the RDO property in City limits.

**Motion by Member Edwards, second by Member Erickson to approve Resolution 2011-10-02. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**D. Approve Resolution 2011-10-03 – cemetery regulations.** This updates the rates as the council suggested.

**Motion by Member Erickson, second by Member Robertson to approve Resolution 2011-10-03. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**E. Move November Council meeting.**

**Motion by Member Edwards, second by Member Peterson to move the council meeting to November 9, 2011 at 6:00 p.m. at City Hall. 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 7:55 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