

**City of Ada**  
**Minutes of the Regular City Council Meeting**  
**November 9, 2011 – 6:00 p.m.**

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

**Others present:** Shelley Kappes, Tim Halle, Steve Petry, David Drown, Deb Alexander, Lee Ann Hall, Katie Redig, Wade Krohmer, Brian Rasmusson, Eric Robb, Joe Kroshus, KRJB representative, Anne Rasmusson, Bob Ramstad, Marty Munter, Mick Alm, Tyson – Moore Engineering and others.

**III. A. Citizens forum.** None.

**B. Public Hearing.** Purpose of the hearing was the intention to issue G. O. Capital Improvement Plan bonds and proposal to adopt a Capital Improvement Plan. David Drown explained that this would be to refinance the Fire Hall lease at a lower interest rate. This would save tax payer money. The Mayor called for comments from the public either for or against the Capital Plan or the refinancing of this debt. There were no comments from the public.

**IV. Consent agenda.** Listed on the consent agenda was: October 4, 2011 and November 1 & 2, 2011 Council Meeting minutes, City pre – paid checks, City Accounts payable - \$220,133.03. Added to the consent agenda was to hire Jacob Anderson, Kenny Anderson and Mark Askelson as warming house attendants. The November 1, 2011 council meeting minutes were removed as they were not available and the City accounts payable was moved to the Clerk / Treasurer report.

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

**V. Approve agenda.** Added to the agenda was: Update on Siren project and Moore Engineering.

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

**VI. A. 1. Mayor's report. Attorney updates.** Anne stated that the Mediation attorney for the lift station project is looking to close the file if everything has been completed. She spoke with Tyson from Moore Engineering who felt that file could be closed. On a different note, Anne

stated that her office has been submitting RFP for area cities. The proposal is different from what the City is currently working under and she would like offer the same to the City of Ada. Under this new proposal, Sue Rantala Nelson would do the prosecution work for the cities as she is already at court doing County work. Anne is uncertain of the potential savings. This item will need to be explored further in detail.

**2. David Drown – refinancing Fire Hall.** There would need to be two resolutions passed regarding this issue. The first would be Resolution 2011-11-02 – adopting the Capital Improvement Plan. The second would be Resolution 2011-11-03 - issue G. O. Capital Improvement Plan bonds.

**Motion by Member Pinsonneault, second by Member Edwards to approve Resolution 2011-11-02. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**Motion by Member Pinsonneault, second by Member Edwards to approve Resolution 2011-11-03. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**B. Dekko Community Center.** Eric didn't get a response from the ad in the paper for quotes to fix the shower so he will be seeking out contractors to try to get two quotes.

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

**D. 1. Public Safety. Part – time officer.** Wade informed the council that Officer Gourde has resigned his position and he would like to be done by the end of the year. Wade stated that he isn't looking at replacing him at this point.

**2. Police vehicle purchase.** Wade stated that the vehicle is in Salt Lake City, Utah and they would ship it for \$1,175 or he could go get it which he figured would cost more. Wade also stated that the transmission in the car went out but is covered by warranty. The department borrowed a car from the sheriff's office while the car is out for repairs. Wade stated that the Mayor had been making comments about why they needed two vehicles after the council voted to purchase the new vehicle and stated that this is unprofessional of the Mayor.

**Motion by Member Pinsonneault, second by Member Robertson to approve the shipping cost of \$1,175 for the new police vehicle. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**3. Joint Powers Agreement.**

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

**4. Approve Resolution 2011-11-01 – approve State of MN Joint Powers Agreement.**

**Motion by Member Pinsonneault, second by Member Robertson to approve Resolution 2011-11-01. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**5. Turn out gear for fire department.** Steve stated that it would cost about \$15,400 to purchase gear for 7 firefighters. He can get a matching grant for up to \$5,000 to pay for it plus he also has money in his Capital Outlay budget and in Long Term Designated Capital.

**Motion by Member Pinsonneault, second by Member Edwards to approve the purchase of turn out gear for seven firefighters. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**6. Fire contracts.** Mayor Ellefson stated that the Finance committee will be meeting with Steve to get the numbers ready for the fire contracts with the townships.

**E. 1. Public Works. County salt shed.** The county is looking to put up a salt shed east of the ball field. Because the property is zoned residential, there would be issues on zoning. A special meeting can be called to make sure the project isn't delayed. Bob Ramstad expressed his concern with putting in footings before it gets too cold. The rest of the shed could be put up in the cold but the footings would need to go in pretty soon.

**Motion by Member Edwards, second by Member Hansen to allow the County to put in the footings for this shed and then proceed with the zoning issues. Members voting for: Austinson, Robertson, Peterson, Edwards, Hansen, Pinsonneault. Against: Erickson. Motion passed.**

**2. Emergency snow route.** Mayor Ellefson brought up discussion on having a published snow route so people know how to get around after a snow event. Brian briefly stated what they have established over the years as a snow route. Mayor Ellefson handed out a map that he came up with showing the route he thought would be best for snow removal. Member Hansen stated that this should be discussed at the Public Works Board.

**Motion by Member Hansen, second by Member Edwards to send this item to Public Works Board for discussion. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**3. Siren project update.** Brian stated that the sirens are being shipped directly to the City. They want to get them in before the ground freezes.

**F. Economic Development Authority.** Nothing for action.

**G. 1. a.** Clerk / Treasurer report. Shelley stated that she would like to have a customer appreciate on December 9<sup>th</sup> which co - insides with Loretel's. Shelley also stated that the Booster Club is looking for donations to help defray the costs in sending teams to the State Tournaments. She suggested donating \$200 of the gambling funds to the Booster Club.

**Motion by Member Austinson, second by Member Erickson to donate \$200 of the gambling funds to the Booster Club to help defray the costs of sending teams to State Tournaments. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**b. City accounts payable.** Member Erickson questioned the Titan bill for parts that is over \$5,000. He also stated that the description on the bills is vague and it is hard to vote to approve the payables when it is listed that way. The council felt that the department head should state what the invoices are for and that will be transferred to the list for council approval.

**Motion by Member Edwards, second by Member Hansen to approve the City accounts payable in the amount of \$220,133.03. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**VII. B. Assisted Living Project.** Members of the Council stated their positions on the project and relayed questions that they still have. Mayor Ellefson stated that the hospital is looking nail down final project costs and thought maybe the council could meet with them after that to discuss this item further.

**C. Old City Hall.** Deb Alexander spoke on behalf of some residents who would like to see the old City Hall restored. She asked permission from the Council to bring an architect into the building so they can get an estimate and turn in a proposal to the city. Shelley would get together with Deb to arrange a time to view the building.

**D. Department head evaluations.** The council discussed how they would like to handle those evaluations. It was decided to have the whole council do the evaluations for the department

heads. Each department head will fill out a self - appraisal form and turn in for the council to review while they complete the evaluation form. Shelley stated she would get this information out to the council.

**E. House at 308 East 2<sup>nd</sup> Street.** Anne stated that she had tried to contact the attorney for the Bank with no avail. She then sent notice to the homeowners of which they needed to respond within 10 days of which they didn't. The next step is to have the house torn down and the City's expense. This expense would try to be recouped through restitution and on the property taxes.

**VIII. A. New business. Choose Kaleidoscope reps.** Member Hansen volunteered.

**B. Set date for Truth in Taxation meeting – December 6, 2011 – 6:00 p.m.**

**Motion by Member Hansen, second by Member Edwards to approve having the Truth in Taxation meeting on December 6, 2011 at 6:00 p.m. at City Hall. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**C. Appoint negotiating committee.** Mayor Ellefson stated that he would like to appoint Rod Erickson, Craig Edwards and himself to the negotiating committee. Member Pinsonneault expressed his concerns about wanting Member Hansen on that committee because he provides many years of negotiating experience.

**Motion by Member Pinsonneault, second by Member Austinson to approve the negotiating committee as recommended by the Mayor. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**D. Sign at Creamery lot.** Mayor Ellefson mentioned that the intension of the City was not to keep people from parking there temporarily but to keep people from using the lot for long term storage. After considerable discussion the council is hoping to sell the property.

**E. 1. Moore Engineering. Highway 9 update.** Tyson stated that he would need the council to approve plans and specs for the Highway 9 project. This might need to be done by Resolution but he did not have it available for the meeting. If it needs to be done by resolution a special council meeting can be called.

**Motion by Member Pinsonneault, second by Member Robertson to approve plans and specs for the Highway 9 project. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**2. Levee raise.** Tyson stated that he is working with MNDOT to tie in the levee raise on the south end of Hwy 9 to their project. Tyson asked if the city wanted to have decorative concrete at the intersection and destination signage on Highway 9. Tyson stated that the cost for the signage would be roughly \$10,000.00 or less and the concrete would be whatever the cost is above the regular concrete.

**3. Lift Station project.** Tyson stated that one of the things left was the radio read meter. The one they installed was not a radio read but they have provided a radio read meter to the City. Tyson is waiting for confirmation from Public Works to make sure it works.

**4. Flood protection project.** Tyson gave an update on the project approval process and who would need to approve the plans before they go ahead with landowner items. The only item that he is looking for approval for tonight is for the invoice for Moore Engineering in the amount of \$107,561.97 for their work on this project. They wouldn't get paid until the City receives the money from the State.

**Motion by Member Robertson, second by Member Edwards to approve the invoice from Moore Engineering in the amount of \$107,561.97 for work on the Flood Protection Project. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**IX. Motion by Member Pinsonneault, second by Member Peterson to adjourn the meeting at 8:50 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