

**City of Ada**  
**Minutes of the Regular City Council Meeting**  
**December 3, 2013 – 6:00 p.m.**

**Members present:** Mayor Roux, Members Jim Austinson, Candy Robertson, Cindy Peterson, Rod Erickson, Craig Edwards, Jim Hansen, Rich Pinsonneault.

**Others present:** Paul Poczobut Jr., David Volkerding, Attorney Josh Heggem via phone, Tyson – Moore Engineering, Brian Rasmusson, Todd Sawrey, Steve Hager, and others.

**III. Citizens Forum.** David Volkerding asked about having 3.89 acres of his property detached from the City.

**Motion by Member Robertson, second by Member Erickson to look into procedures to detach David Volkerding’s 3.89 acres from the City. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**VII. A. 2. Truth in Taxation Hearing.** Paul explained that the sales taxes rules will change in 2014 and there will be items that will be exempt from tax. He figured there was \$5,648.77 in sales tax paid in 2012 that we wouldn’t have to pay in 2014. Paul stated that this savings would be spent in the General Fund.

**Motion by Member Robertson, second by Member Hansen to put the savings from the sales tax exemption into General Fund contingencies. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**IV. Consent Agenda.** Listed on the consent agenda was: November 5, 14, and 26, 2013 Council Meeting minutes, City pre – paid checks in the amount of \$598,318.57 and City Accounts Payable in the amount of \$42,681.07.

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

**V. Approve agenda.** The Mayor would like to move the EDA under the Mayors Report and would like to add: Tobacco licenses approval and Consulting Service under New Business.

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

**VI. External Presentations. Liz Lynch, Lake Agassiz Regional Library was unable to attend due to the weather.**

**VII. A. 1. Administrator / Clerk / Treasurer Report. Review October 2013 financials.** Paul went over the financials with the council. Paul stated that he is now able to do the financials himself.

**3. Resolution 2013-12-01, adoption of the Norman County All Hazard Mitigation Plan.** The Resolution was read for the record.

**Note: The council did not make a motion on this item.**

**4. Approve switching health insurance plan from Medica to Preferred One.** Paul explained the changes in the health plans and the cost differences to the council. He went over the Memorandum of Understanding provided by AFSCME Council 65. Paul stated that the Police Union indicated they were fine with the changes.

**Motion by Member Pinsonneault, second by Member Robertson to approve switching to Preferred One and the MOU with AFSCME Council 65 contingent on both unions' approval. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**5. Resolution 2013-12-02 – adoption of the 2014 Final Budget.** Member Hansen questioned what the \$6,400.00 in the Public Works Fund is for. Paul stated he would have to research that and let the council know later.

**Motion by Member Austinson, second by Member Hansen to approve Resolution 2013-12-02 – adoption of the 2014 Final Budget. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen. Against: Pinsonneault. Motion passed.**

**6. Resolution 2013-12-03 – setting the final tax levy collectible for 2014.**

**Motion by Member Robertson, second by Member Peterson to approve Resolution 2013-12-03 – setting the final tax levy collectible for 2014. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**B. 1. Mayor's report.** Mayor Roux gave recognition to the following employee for their years of service and noted that the years of service are in 5 year increments: Brian Rasmusson – 30 years, Gerrie Aasland – 20 years, Jody Bueng – 15 years, Karen Prestegord – 15 years, and Virginia Olson – 10 years. Mayor Roux stated that the City appreciates their service and dedication.

**G. 1. Economic Development Authority. Loan request.** Todd stated that Tubby's Tavern requested a loan in the amount of \$20,000.00. The interest rate for this would be 3.5% and loan would be for 7 years.

**Motion by Member Edwards, second by Member Erickson to approve the loan of \$20,000.00 to Tubby's Tavern at 3.5% interest for 7 years. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**C. 2. Public Works. New well exploration update.** Tyson went over the process of what will need to be done to proceed with a new well. He recommended approving the bid from Their Well Inc in the amount of \$23,075.00 to drill a test well.

**Motion by Member Pinsonneault, second by Member Erickson to approve the bid from Their Well Inc for \$23,075.00. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**2. Update on Ditch 51 project.** Tyson stated that the work for this year has pretty much been completed. He also addressed the issue with the 4 foot drop that is in the box culverts and stated he is working on caution signage to warn snowmobilers. He also went over signage and slope issues that they are finishing up.

**4. Contractor's payment for Flood Control Project.** Tyson stated that he has a DNR Reimbursement Request in the amount of \$187,549.60 which included payment requests from Moore Engineering for \$14,967.10, RL Larson Excavating for \$169,211.50 and Braun Intertec for \$3,371.00. This amount includes a change order for RL Larson Inc.

**Motion by Member Pinsonneault, second by Member Erickson to approve the Contractor Payment Requests totaling \$187,549.60 to be submitted to the DNR for reimbursement through the Flood Control Project. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**D. Dekko Community Center.** Paul stated that he should have the background check completed shortly and he will set up a meeting with the council after that to decide on a Director.

**E. Public Safety.** Signage regarding the snowmobile ordinance was discussed.

**VIII. A. Old business. Snowmobile Ordinance 453 second reading by title.**

**Motion by Member Robertson, second by Member Peterson to approve the second reading of Ordinance 453 by title. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**B. Snowmobile Ordinance 453 adoption.**

**Motion by Member Austinson, second by Member Robertson to adopt Ordinance 453. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**IX. A. New Business. Kaleidoscope guests.** Nobody volunteered.

**B. Tobacco licenses.** A list was provided for the council.

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

**C. Consulting Services.** Josh explained that Herried & Associates would provide counseling to improve the work place environment. Paul stated that this counseling is for him and Kristi. Mayor Roux stated that the costs for the direct service would be \$1,200.00 – 2,000.00 and \$300.00 – 450.00 for documentation plus additional costs for travel time. Josh figured it would cost a total of \$2,000.00 – 3,000.00.

**Motion by Member Austinson, second by Member Erickson to approve hiring Herried & Associates for up to \$3,000.00 to provide counseling. Members voting for: Austinson, Peterson, Erickson, Edwards, Hansen. Against: Robertson, Pinsonneault. Motion passed.**

**X. Closed session – Litigation – Insurance Claim.**

**Motion by Member Edwards, second by Member Robertson to close the meeting at 8:00 p.m. to discuss potential litigation regarding an insurance claim. Members voting for:**

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

**Motion by Member Erickson, second by Member Edwards to open the meeting at 8:05 p.m. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**XI. Adjourn.**

**Motion by Member Robertson, second by Member Erickson to adjourn the meeting at 8:06 p.m. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

Respectfully submitted,

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Paul Poczobut Jr.  
City Administrator / Clerk / Treasurer

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Dennis K. Roux  
Mayor