

**City of Ada**  
**Minutes of the Regular City Council Meeting**  
**January 8, 2013 - 6:00 P.M.**

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

**Members absent:** None.

**Others present:** Josh Heggem, Kristi Henderson, Chris Odden, Brian Rasmusson, John Kappes, Steve Petry, Tim Halle, Vicky Roux, Mike Wichern, Myron Moteberg, Chuck Nordby, LeeAnn Hall, Vicki Pederson, Stephanie Pederson, Deb Alexander, KRJB Representative and others.

The Meeting was called to order by Vice-Mayor Edwards.

The Oath of Office was administered to Chris Odden, Interim City Clerk/Treasurer, by Josh Heggem, City Attorney.

The Oath of Office was administered to Dennis Roux, Mayor and re-elected Council Members Edwards, Hansen, Robertson, Pinsonneault, by Chris Odden, Interim City Clerk/Treasurer.

**III.A. Citizens Forum.**

Chuck Nordby spoke on his opposition to the proposed Parking Ordinance #452 as it is written.

Myron Moteberg spoke on the importance of the Council not violating the open meeting laws. He expressed that in regards to the City Administrator position that we should use long term employees to our advantage and to communicate with employees. He said that the proposed Parking Ordinance #452 would force citizens to construct buildings, rent storage, or sell equipment.

Vicki Pederson stated that the proposed Parking Ordinance #452 would leave no place for parking trailers.

Mike Wichern urged the Council to seriously consider hiring Interim Police Chief Jody Bueng as permanent Police Chief.

**IV. Consent Agenda.** Listed on the consent agenda was: December 4, 13, 18, 19, & 27, 2012 Council Meeting minutes, City pre-paid checks, City Accounts payable in the amount of \$56,836.32, and the hiring of Kenneth Anderson and Jacob Anderson as warming house attendants.

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

## **V. Approve Agenda.**

**A motion was made by Member Edwards, second by Member Austinson to approve the Agenda with the following changes and additions: move Parking Ordinance #452 under attorney; add MMUA Contract under Public Works; add HA Thompson quote and access to ECORP under Dekko; add Fire Advisory Committee under Committees; add thank you under Mayor; add meeting with OtterTail Power Company under Public Works; add Steve Petry under Public Works; add advertising for part time help under Liquor. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

## **VI.A. Mayors Report.**

Mayor Roux congratulated re-elected Council Members, thanked former Mayor Ellefson for his leadership, thanked former City Clerk Shelley Kappes and Dekko Director Eric Robb for their years of service, thanked Chris Odden for accepting the Clerk position and Kristi Henderson and Stephanie Knutson for taking on additional duties in the Clerk's office, thanked the Fire, Public Works, Police Departments for their dedicated service during the recent fire at Triple Crown Nutrition.

### **1. Attorney Updates.**

Josh Heggem of the Pemberton Sorlie Rufer Kershner PLLP thanked the Council for selecting their firm as the City Attorney. He suggested that there be ground rules set up as to who can contact the City Attorney.

**2. Parking Ordinance #452.** Citizens at the Public Forum expressed opposition to the ordinance.

**Motion made by Member Austinson, second by Member Erickson to take the ordinance back to the Public Safety Committee to re-work. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

### **B.1. MMUA Contract.**

**Motion made by Member Erickson, second by Member Hansen to approve the MMUA contract in the amount of \$11,550.00. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

## **2. Ottertail Power Co.**

A meeting with Ottertail Power Company to discuss services they could provide the City has been scheduled for January 15, 2013 at 6:00p.m.

**C.1. Approve interim pay for Interim Dekko Manager.** The committee is recommending a pay increase.

**Motion made by Member Peterson, second by Member Robertson to increase the Interim Dekko Managers wage by \$2.00 per hour. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

**2. HA Thompson bill.** Bill is for connecting electric heaters in racket ball courts to existing fan/ac units.

**Motion made by Member Pinsonneault, second by Member Robertson to pay the HA Thompson bill for \$810.00 from the Dekko Maintenance Fund. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

## **3. ECORP access.**

**Motion made by Member Pinsonneault, second by Member Edwards to allow Deb Alexander access to Frandsen Bank & Trusts ECORP software. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

## **4. Warming house hire.**

**Motion made by Member Edwards, second by Member Robertson, to add Adam Sip as a warming house attendant. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

## **5. Water Hydrant by women's shower.**

**Motion made by Member Pinsonneault, second by Robertson to repair the water hydrant by the women's shower. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

#### **D. 1. Triple Crown Nutrition Fire report.**

Steve Petry reported that there were 13 fire departments plus Ada and Borup that responded to the Triple Crown Nutrition fire on January 3, 2013. There were 130 fire fighters, 3 aerial (ladder) trucks, 1 engines (pumpers), 16 tankers, 2 EMS units, and 2 grass rigs. There was 1.5 million gallons of water pumped. There were 500,000 gallons of water delivered via tankers. There was 590 gallons of diesel and 390 gallons of gas used.

#### **2. Update on contracting with Sheriff's Department for law enforcement.**

Mayor Roux updated the Council on his recent conversations with the Norman County Sheriff's Department regarding their Department providing the City with law enforcement. LeAnn Hall, Norman County Commissioner, also spoke on the topic. There was discussion on the advantages of retaining local law enforcement.

**Motion made by Member Pinsonneault, second by Member Erickson, to table contracting discussions with the Sheriff's Department. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

#### **E.1.A. Approve Interim City Clerk/Treasurer Contract with Chris Odden.**

**Motion made by Member Pinsonneault, second by Member Hansen to approve the Interim City Clerk/Treasurer Contract. Member voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

#### **B. Approve recommendation for interim pay adjustment for City Hall staff.**

**Motion made by Member Robertson, second by Member Peterson to approve wage increases of \$4.25 per hour for Kristi Henderson and \$2.00 per hour for Stephanie Knutson. Members voting for Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

#### **C. Approve KRJB Contract. The advertising/promotions budget is \$5,000.00.**

**Motion made by Member Pinsonneault, second by Member Robertson to approve the advertising contract with KRJB in the total amount of \$7,038.50. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

#### **2. Liquor Store advertising for part time help. No additional hours.**

**Motion made by Member Erickson, second by Austinson to advertise for part time help at the Liquor Store. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

**F. Planning and Zoning.** None.

**G. EDA.** None.

**VII. Old Business.** None.

**VIII.A. Choose Kaleidoscope representatives.** Members Hansen and Pinsonneault volunteered.

**B. Approve Resolution 2013-01-01 - Authorizing Signatures on City Accounts.**

**Motion by Member Edwards, second by Member Erickson to approve Resolution 2013-01-01. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

**C. Accept Committee Appointments.**

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

**D. Appoint Vice-Mayor.**

**Motion by Member Edwards, second by Member Peterson to appoint Rod Erickson as Vice-Mayor. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

**E. Designate Official City Depositories.**

**Motion by Member Edwards, second by Member Hansen to designate Frandsen Bank and Trust, Bank of the West - Ada, American Federal Bank, MBIA (4M Fund), Smith Barney, and Bancwest Investment Services (Bank of the West) as the 2013 Official Depositories. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

**F. Designate Official City Newspaper.**

**Motion by Member Edwards, second by Member Robertson to designate the Norman County Index as the Official City Newspaper. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

**G. Set date, time and location of meetings.**

**Motion by Member Edwards, second by Member Robertson to set the regular meeting date on the first Tuesday after the first Monday at 6:00 p.m. at City Hall. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Members against: None. Motion passed.**

**H. Approve agreement with Brady Martz & Associates for auditing services.**

**Motion made by Member Peterson, second by Member Erickson to approve the Brady Martz and Associates auditing services contract. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

**I. Electronic communications between council/committee members - open meeting law.**

Mayor Roux referenced the importance of adhering to the information in the Members packet from the League of Minnesota Cities titled "Electronic Communications Between Council Members". Josh Heggem, City Attorney, spoke on the open meeting law.

**IX. Motion by Member Hansen, second by Member Erickson to adjourn the meeting at 8:00 p.m. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.**

Respectfully submitted,

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Chris O. Odden  
Interim City Clerk/Treasurer

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Dennis K. Roux  
Mayor