

## City of Ada

### Minutes of Regular Meeting of the City Council June 3<sup>rd</sup>, 2014 – 6:00p.m.

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

**Members absent:** None

**Others Present:** Brian Rasmussen – Waste Water Supervisor, Moore Engineering, Vernon Habeck, Tom Baker, Pat Pfund, Moen Family, Josh Heggem – City Attorney via Skype, Larry Millender – Dekko Director, KRJB, Kristi Henderson – Interim City Administrator and others.

**III. Citizen Forum.** Tom Baker addressed the council about issues pertaining to the Police Department that he had brought forth to the Council at the prior Council Meeting. He remarked he had gained a lot of information regarding his comments toward and about the Police Department. He has made amends with those he offended and also offered his apologies to any he may have insulted or upset.

**IV. Consent Agenda.** Listed on the consent agenda was: City Pre-paid checks in the amount of \$255,026.02 and City Accounts Payables in the amount of \$73,967.71. Council authorized the hiring of Anna Kaste and Alex St. Claire as Dekko Center Lifeguards and Mayor Dennis Roux noted that their background checks were in motion. Mayor Roux also added the authorization of Theresa Suarez as a Dekko Center Lifeguard.

**Motion by Member Hansen, second by Member Edwards to approve the consent agenda. Members voting for: Jim Austinson, Craig Edwards, Rod Erickson, Jim Hansen, Cindy Peterson, Rich Pinsonneault, Candy Robertson. Against: None. Motion Passed.**

**V. Approve Agenda.** Added to the agenda was: Eagle Scout Project by Michael Moen and Flea Market idea for the Creamery by LoAnn Hitten under External Presentation - 8<sup>th</sup> Avenue Trees and Park Street discussion under Public Works, also to include Resolution 2014-06-01 pertaining to land purchase under Public Works – updates on kiddy-pool and computer repairs and the closing of pool on the Thursday before Memorial Day Weekend under Dekko Community Center – removal of closed session discussions under New Business.

**Motion by Member Peterson, second by Member Erickson to approve the agenda with changes. Members voting for: Jim Austinson, Rod Erickson, Craig Edwards, Jim Hansen, Cindy Peterson, Candy Robertson, and Rich Pinsonneault. Against: None. Motion Passed.**

#### **VI. External Presentation.**

##### **A. Tubby's Tavern request for On-Sale sales on Sunday**

-City Attorney stated order of events and the next step would be to put the proposal before the public for a vote on the matter.

**Motion made by Member Pinsonneault, second by Member Peterson to move forward with the request from Tubby's Tavern to sell on-sale on Sundays and put it to a Public Vote. Members voting for: Jim Austinson, Rod Erickson, Craig Edwards, Jim Hansen, Cindy Peterson, Candy Robertson, and Rich Pinsonneault. Against: None. Motion Passed**

**B. Ada Feed & Seed request to pay invoice for frozen line.**

-Brian Rassmussen – Waste Water Supervisor advised not to pay the expense as Ada Feed & Seed did not follow protocol of having the water line attended to in proper order. Protocol states that the City would be called in to assess and work on the problem. The city could then determine if the freeze was on the city side. This protocol was not followed and it is still unknown as to where on the line the freeze took place.

**Motion made by Member Erickson, second by Craig Edwards to deny the request to pay the invoice. Members voting for: Jim Austinson, Rod Erickson, Craig Edwards, Jim Hansen, Cindy Peterson, Candy Robertson, and Rich Pinsonneault. Against: None. Motion Passed.**

**C. Branden Kaste request for Eagle Scout Project Donation**

-project is to refurbish the Dunking Stand at the Fair Grounds  
-projected cost of the project is roughly \$500.00

**Motion made by Member Pinsonneault, second by Member Edwards to donate \$250.00 to the project. Members voting for: Jim Austinson, Rod Erickson, Craig Edwards, Jim Hansen, and Rich Pinsonneault. Against: Candy Robertson and Cindy Pederson. Motion Passed.**

**D. Michael Moen request for Eagle Scout Project Donation**

-project is to construct a Veterans Memorial in the City Cemetery  
-projected cost of the project is roughly \$10,000.00

**Motion made by member Erickson, second by Cindy Peterson to give permission to start construction of the memorial and to donate \$1000.00 to the cost of the project. Members voting for: Jim Austinson, Rod Erickson, Craig Edwards, Jim Hansen, Cindy Peterson, Candy Robertson, and Rich Pinsonneault. Against: None. Motion Passed.**

**E. LoAnn Hinton request for Flea Market rights on Creamery Parking Lot**

-The board had several questions and concerns about the legalities of such an event and also had questions about City Ordinances and Insurance.

-It was decided that the City Attorney would look into all the concerns for the City and LoAnn would look into how she herself would come into play with being the coordinator for such a project and the legalities it might entail for herself.

**VIII. A. Reports of Department Heads. Administrator/Clerk/Treasurer**

**1) Review of March Financials.**

Kristi reported that she is finished with March and has a good start on April. Financials were presented to the Council and Kristi also presented information on the following:

- Update on the Crosswalk to be added to the highway in front of the new West Main Pizza on East Main. Kristi had contacted MNDOT and they would try to push that through for the city. Kristi reported that certain criteria must usually be met such as 20 people crossing every hour. MNDOT will do what they can to get this done in spite of the lack of foot traffic.
- Update on the Detour on Highway 200. Kristi stated that the signs were to be placed June 4<sup>th</sup> and she encouraged the public to please follow the designated detour that would be in place.

## **2) New Well Financing**

- Craig Edwards presented for Public Works Committee that after a lengthy discussion with Public Works all were in agreement to see a blend of internal financing and bonding.
- Craig himself would like to see if the project could be paid for internally, and if so that would be his recommendation. His suggestion is that it would benefit the city by not having to pay interest.
- It was also agreed upon to make a line item for the new well with a possible \$5.00 per meter per month depending upon the final cost of the project.
- Estimate for the project is somewhere around \$525,000.00 and the committee recommendation would be to split the cost with one half of the project paid with cash and one half paid by bond.
- Kristi stated that she will try to get Tracee and David Drown together at the same meeting so they could both present and help to solve the issue as to how the project should be funded to best benefit the City of Ada.

## **3) Lot Sales**

- Neil Miller of Tubby's Tavern has expressed interest in purchasing the corner lot next to his building. Council also heard there have been others who have expressed interest in the purchase of the lot.
- Council is willing to pursue the matter and will need to know the intent of the purchase.
- Also it was noted that if the lot was sold it would have to go up for bids.

## **B. Mayors Report**

### **1) Congratulations from Mayor Dennis Roux to the following sports teams:**

- Norman County Wildcat Softball team and Coaches for the first time in the history of a girl's softball team making it to the state tournament.
- Norman County Track Participants and Coaches that had made it to the state competition.
- And lastly the Boys Baseball Team and Coaches still in tournament play hoping for a chance at the state tournament.

### **2) Updates**

Mayor Roux credited Kristi with finalizing the following unfinished business:

- The title for the Fire Truck purchased in 2013 had never been filed and is now filed and complete.
- The requests from Mark Bergman and John Kappes for funds had not been submitted to the EDA as should have been. The requests have been submitted to the EDA Board for review.
- The Property and Casualty was not billed to Bridges for reimbursement. Bridges has been billed in the amount of \$38,000.00.

- The Special Assessments in the amount of \$29,000.00 had not been activated. This process is also complete.
- The Long Term Designated Capitol Spreadsheet had not been updated since 2012. Kristi noted that she is in the process of getting that all caught up.

### **C. Attorney Report**

- Nothing to Report

### **D. Public Works Board**

#### **1) a. New Water Well Update**

- Tyson of Moore Engineering reported the new well casing is down but has not been tested due to the wet conditions surrounding the sight. He speculated that work would continue and the test pump would be done the next week.
- Tyson also touched on a bit of information pertaining to the Flood Control Project. He explained the Army Corps of Engineers and Watershed district met in St. Paul to discuss the outcomes of the Section 408 Permit. He noted that the Section 408 Permit is in essence swapping the existing channel for the new channel. This will be reviewed by the Watershed District and then moved to the Court System. It was also noted that the City of Ada would then be responsible for maintaining the existing channel.

#### **1) b. Flood Control Project**

- Member Pinsonneault gave a brief update on progress made with the north and east side of the project. All land owners have been contacted and agreements have been reached. The objective of the committee is to have all work completed on the north and east of the project before winter arrives.

-Tyson of Moore Engineering also added information pertaining to the project. R.L. Larson will be finishing up on the Northeast and Northwest sections. The South side will be a 'stand alone' project and will need to go out on bids. The concerns for pooling of water on land belonging to Joe Kroshus and Jay Baker is being addressed. KRJB Radio Tower is included on the inside of the dike for the project. And lastly, the objective to seal off north of Hwy 200 will be complete by fall.

-Member Erickson wanted to remind the public that if they have purchased a Low-Risk Zone Flood Insurance Policy, this would be grandfathered in for 2 years if and when the Federal Government finishes the High-Risk Flood Maps for the State. The public is also encouraged to carry a Low-Risk Policy on their homes as this is important and could save thousands of dollars for the home owners should any flooding occur.

#### **1) c. DNR Reimbursement**

- Hazard Mitigation in the total amount of \$211,541.04 with \$3,463.79 in attorney fees and \$208,077.25 for Moore Engineering.

**Motion made by Member Erickson, second by Member Peterson to approve DNR Reimbursement Request in the amount of \$211,541.14. Members voting for: Jim**

**Austinson, Rod Erickson, Craig Edwards, Jim Hansen, Cindy Peterson, Candy Robertson, and Rich Pinsonneault. Against: None. Motion Passed.**

**1) d. Resolution 2014-06-01**

-Purchase of land for the Flood Control Project from David and Lori Kitchell

**Motion made by Member Edwards, second by Member Robertson to approve Resolution 2014-06-01. Members voting by roll call for the Resolution: Jim Austinson, Rod Erickson, Craig Edwards, Jim Hansen, Cindy Peterson, Candy Robertson, and Rich Pinsonneault. Against: None. Motion Passed.**

**2) Park Street**

-Brian Rasmussen presented information to the council on rebuilding the road.

Two options were proposed by Tyson Engineering: 1) 14 inch aggregate base for a 7 ton road with storm sewer for \$115,000.00. 2) 20 inch aggregate base for a 20 ton road with storm sewer for \$133,000.00.

-Mayor Roux noted the importance of improvements on this road due to “Weave Got Maile” continuing to have more traffic of trucks and employees and also due to the new city well being in close proximity and the need for proper access to the well.

**Motion made by Member Pinsonneault, second by Member Robertson to order a study on the recommendation from Public Works for a 20 inch aggregate base road with storm sewers. Members voting for: Jim Austinson, Rod Erickson, Craig Edwards, Jim Hansen, Cindy Peterson, Candy Robertson, and Rich Pinsonneault. Against: None. Motion Passed.**

**3) 8<sup>th</sup> Avenue Trees**

-Brian reported losing 9 trees on the avenue due to the amount and weight of the snow throughout the winter. Landowners are requesting the City replace the trees at the City’s cost.

**Motion made by Member Edwards, second by Member Erickson to replace the 9 trees, this time only. at \$75.00 per tree cost to the city. Members voting for: Jim Austinson, Rod Erickson, Craig Edwards, Jim Hansen, Cindy Peterson, Candy Robertson, and Rich Pinsonneault. Against: None. Motion Passed**

**4) Mowing Bids**

-Brian requested the council approve the asking for bids on the mowing of 4 parcels of land that were currently contracted out. The current contract holder is not able to fulfill his obligation to the city and needs to be replaced. Bids will be accepted until 5 pm on June 20<sup>th</sup>.

**Motion made by Member Edwards, second by Member Erickson to advertise for bids on the mowing of the 4 parcels to fulfill the 3 year contract that was currently in place. Members voting for: Jim Austinson, Rod Erickson, Craig Edwards, Jim Hansen, Cindy Peterson, Candy Robertson, and Rich Pinsonneault. Against: None. Motion Passed.**

**E. Dekko Community Center & Library**

**1) Kiddy Pool Repair Update**

- Larry Millender presented that he had contacted Associated Pools to come and take a look at the pool and they did not show up when scheduled. He stated will call Associated Pools again tomorrow and if they are not interested in doing the work, he will look into finding another company that might be able to do the work needed to get the pool in working order again.

**2) Computer Repair**

-Larry reported the front desk computer is being updated with the Excel Program by Joe Hyde.

**3) Scheduled Parties**

-Larry explained that on the Thursday evening before Memorial Day Weekend, the pool was closed due to the evening lifeguard being let go by the pool coordinator. This in turn led to the cancellation of activities in the pool. Larry was not present on that day and did not know entirely what happened or why the lifeguard was let go.

**F. Public Safety Committee Report**

-nothing to report

**G. Economic Development Authority**

**1) Demolition Funds for John Kappes**

- request for funds for the demolition of house next to John's Residence.

**Motion made by Member Edwards, second by Member Hansen to approve request for funds up to \$1500.00. Members voting for: Jim Austinson, Rod Erickson, Craig Edwards, Jim Hansen, Cindy Peterson, Candy Robertson, and Rich Pinsonneault. Against: None. Motion Passed.**

**H. Liquor Store Report**

-nothing to report

**IX. New Business**

**A. Kaleidoscope Guests**

-Friday, at 9am. Members Robertson and Peterson will present.

**B. Date for Department Head Evaluations**

-Member Pinsonneault suggested to delay the negotiations until the hiring of new City Administrator as these evaluations would be beneficial for the new hire to take part in.

**C. Blight Tour**

- Kristi presented that less than 20 properties were found to be in violation.

- Letters will be sent out in the next week and will give violators a 20 day window to take care of the violations.

-It was stressed that follow through is important with these matters.

X. Adjournment

**Motion made by Member Erickson, second by Member Pinnsonneault to adjourn the meeting at 8:09 pm. Members voting for: Jim Austinson, Rod Erickson, Craig Edwards, Jim Hansen, Cindy Peterson, Candy Robertson, and Rich Pinsonneault. Against: None. Motion Passed.**