

City of Ada
Minutes of the Regular City Council Meeting
March 5, 2013 - 6:00 P.M.

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

Absent: None

Others present: Josh Heggem, Kristi Henderson, Chris Odden, Charles and Julie Bitker, Todd Sawrey, Tim Halle, John Kappes, Jeremy Thornton, LeAnn Konkin, Deb Alexander, Gerrie Aasland, Jody Bueng, KRJB representative.

III. Citizens Forum. None

IV. Consent Agenda. Listed on the consent agenda was: February 5, 7, and 19, 2013 Council Meeting minutes, City pre-paid checks, City accounts payable in the amount of \$62,899.10.

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

V. Approve Agenda. Added to the agenda was: fire alarm repair and life guard hiring to the Dekko Center. A committee member addition to Public Safety.

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

VI.a. Clerk/Treasurer Report. Kristi Henderson presented the Monthly Enterprise Fund Profit and Loss Summary, Expenditure Guideline, and Revenue Guideline. Chris Odden reviewed the Investment List and the Cash Position by Fund Report.

B.1. Attorneys Updates. None

C.1. Moore Engineering. None

2. Spring Clean-up. Charles and Julie Bitker discussed dates, times, and locations for spring clean-up and the florescent light bulb collection.

Motion by Member Hansen, second by Member Edwards to hold spring clean-up Friday, April 26th (10:00 a.m. - 2:00 p.m.), Saturday April 27th (2:00 p.m. - 6:00 p.m.) and Friday May 3rd (10:00 a.m. - 2:00 p.m.), Saturday May 4th (2:00 p.m. - 6:00 p.m.) at the compost site and the florescent light bulb collection Thursday May 2nd (10:00 a.m. - 2:00 p.m.) at the Creamery parking lot. Members voting for: Austinson, Robertson, Peterson, Pinsonneault,

Hansen, Edwards, Erickson. Against: None. Motion passed.

3. Recommendation to hire Public Works employee.

Motion by Member Hansen, second by Member Robertson to hire a Public Works Maintenance II worker. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

4. Approve advertising for mowing bids.

Motion by Member Edwards, second by Member Erickson, to advertise for mowing bids for up to a three year term. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

5. Approve quote for lift station repairs for \$4,143.00 from Hughs Lift Station.

Motion by Member Hansen, second by Member Edwards, to approve spending \$4,143.00 for lift station as proposed by Hughes Lift Station. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

6. WAPA Contract. Extends contract 20 years beyond the current maturity of 2020.

Motion by Member Hansen, second by Member Edwards, to approve a twenty year electrical contract extension with WAPA beyond the current maturity of 2020. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

D.1. SHIP Grant Funds.

Motion by Member Edwards, second by Member Hansen, to purchase a bike rack for \$568.00 with using the \$400.00 in SHIP Grant Funds and taking \$168.00 from maintenance. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

2. Fire Alarm Repair. Deb Alexander said the fire alarm repair was approved last year by the Council but the work was never done. The cost then was \$558.00 and the cost today is \$907.00.

Motion by Member Erickson, second by Member Robertson, to spend \$907.00 to make the necessary repairs to the fire alarms. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

3. Life Guard Hiring.

Motion by Member Peterson, second by Member Robertson, to hire Kevin Lindell, Emily

Lindell, and Elizabeth Petrik as lifeguards. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

E.1. Police Chief Position.

Motion by Member Austinson, second by Member Erickson, to appoint Interim Police Chief, Jody Bueng, as Police Chief.

Motion was amended by Member Hansen, second by Member Pinsonneault, to have the City Attorney prepare a one year contract specifying the relationship with Jody Bueng. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

Members voting for the original motion as amended: Austinson, Pinsonneault, Hansen, Edwards, Erickson. Against: Peterson, Pinsonneault. Motion passed.

2. LETG Computer Software. Jeremy Thornton and Jody Bueng explained the new software Norman County Sheriff's Department has purchased and the City of Ada Police Department requests to purchase.

Motion by Member Pinsonneault, second by Member Hansen, to purchase the computer software from Law Enforcement Technology Group (LETG) for \$9,800.00 and a one year maintenance contract for \$1,666.00 for a total cost of \$11,466.00 with the funds coming from Capital Outlay and LT Des. Cap. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

3. Additional Committee Member.

Motion by Member Edwards, second by Member Erickson to add Tom Baker to the Public Safety Committee. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

F. Liquor Store Manager Report. Gerrie Aasland reviewed the Liquor Store financials.

G. Economic Development Authority. Todd Sawrey updated the Council on EDA activities.

H. Planning & Zoning. Nothing for action.

VII. Old Business

VIII.A. Choose Kaleidoscope Reps. Candy Robertson volunteered.

B. Old Creamery Lot

Motion by Member Austinson, second by Member Edwards to advertise the Old Creamery

Lot for proposals. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

C. Set date to review City Administrator applications.

Motion by Member Pinsonneault, second by Member Hansen to set Thursday, March 14, 2013 at 6:30 p.m. as the time to review the City Administrator/Clerk-Treasurer applications. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

D. Board of Appeals and Equalization Meeting - April 30, 2013 - Assessors Office. This was provided to the Council for informational purposes.

E. Township Fire Contract Recommendation. The Fire Advisory Committee recommended the township contract amount for 2013-2014 stay the same as the previous contract and to extend the contract for 10 additional years with a split of 65% - City and the Townships would divide up the remaining 35% . The per call rate would also increase by \$200.00.

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

F. Personnel Policy Updates.

Motion by Member Pinsonneault, second by Member Edwards to postpone the update of the Personnel Policy until after the City Administrator is hired. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

G. Closed session - Condemnation

Motion by Member Erickson, second by Member Edwards at 7:58 p.m. to go into closed session. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

Motion by Member Edwards, second by Member Hansen, to re-open the meeting at 8:10 p.m. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

IX. Motion by Member Pinsonneault, second by Member Edwards, to adjourn the meeting at 8:11 p. m. Members voting for: Austinson, Robertson, Peterson, Pinsonneault, Hansen, Edwards, Erickson. Against: None. Motion passed.

Respectfully submitted,

Chris O. Odden
Interim City Clerk/Treasurer

Dennis K. Roux
Mayor