

**City of Ada**  
**Minutes of the Regular City Council Meeting**  
**May 5, 2015 – 6:00 p.m. – City Hall**

**Members present:** Mayor Ellefson, Members Candy Robertson, John Rosenberger, Neil Miller, Craig Edwards, Jim Hansen, Rich Pinsonneault.

**Others present:** Mark Potucek, James Leiman, and others.

**IV. Citizen Forum.** Community Event Center. (Member Neil Miller removed himself from this portion of the meeting due to conflict of interest as the owner of Tubby's Tavern.) Mark Potucek spoke on behalf of the Chamber and Ada Area Promotions Committee in regards to having a public meeting place in the event that Tubby's Tavern is sold and not available for that purpose.

**V. Consent agenda.** Listed on the consent agenda was: April 7, 2015 Council Meeting minutes, City pre – paid checks in the amount of \$448,950.36, City Accounts payable in the amount of \$56,397.61, approve hiring Andrew Stene as a Compost attendant / mosquito sprayer and Ismal Ishalam as Public Works Summer Labor.

**Motion by Member Edwards, second by Member Robertson to approve the consent agenda. Members voting for: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**VI. Approve agenda.** Added to the agenda was: Audit Report from Brady Martz, Moore Engineering, Three – phase power, Park Street discussion, event center discussion, test well discussion. The 2016 Ballot Referendum for continuation of On – sale operation at Ada Municipal Liquor Store was removed.

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

**X. B. New Business. Pool pak bid opening.** James opened the bid from Trane and stated the bid was at about \$178,000.00. The second bid was from Northstar Water, Heating & A/C in the amount of \$98,500.00 which would be for a unit installed at ground level off the west end of the pool.

**Motion by Member Pinsonneault, second by Member Edwards to bring back additional information to the next council meeting.**

**Motion by Member Pinsonneault, second by Member Hansen amend the original motion to authorize the Administrator to obtain the services of a mechanical engineer to review the project. Members voting for the amendment to the motion: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**Members voting for the original motion as amended: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**VII. A. External Presentations with possible discussion and decision. Monte Eastvold – Northland Securities – Resolution 2015-05-01 – Issuance of Refunding Bonds.**

**Motion by Member Pinsonneault, second by Member Edwards to approve Resolution 2015-05-01. Members voting for: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**B. Brady Martz – 2014 Audit Report.** Brian Opsahl presented the 2014 Audit to the Council.

**VIII. A. Mayor’s Report. Interviews for vacant council seat.** Mike Triplett, Rod Erickson, Kim Lewis, and John Hintz expressed interest in the open council seat. The council interviewed Mike Triplett, the others were unavailable for interviews. The council voted by ballot. John Hintz received three votes, Mike Triplett received two votes and Rod Erickson received one vote. John will be sworn in at the next council meeting.

**B. 1. Moore Engineering.** Tyson presented a partial payment request for the Well Project in the amount of \$122,862.84. There is also a change order for \$2,896.00 for the project as well.

**Motion by Member Pinsonneault, second by Member Edwards to approve the change order in the amount of \$2,896.00. Members voting for: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**Motion by Member Edwards, second by Member Robertson to approve the partial payment for the well project in the amount of \$122,862.84. Members voting for: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**Motion by Member Pinsonneault, second by Member Rosenberger to approve a payment request from Moore Engineering in the amount of \$5,800.00 for the well improvements, \$825.00 for work related to MN Greater Gas and \$955.00 related to waste water**

**permitting. Members voting for: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**2. Test well.** The Public Works Board asked if they could develop the test well instead of capping it. Tyson stated that they aren't planning to cap it in the near future.

**3. Park Street.** Tyson stated that with the potential of increased business and jobs, there might be grant funding available to fix Park Street. Tyson and James will gather information that is available and get together with the council for a special meeting in a week.

**VIII. B. Administrator / Clerk / Treasurer Report. Community Appreciation Day.** James gave an update on the event on May 19<sup>th</sup>. He also stated that Gary Cares raised \$1,000 towards the event. James went over the Corporate Membership campaign.

**Liquor Store Business Plan.** James went over his plan for the Liquor Store which included a marketing plan focused on the off – sale.

**Public Works Update.** James stated that they have been busy with locating for the trees that are being given out. They are also going to require two of the Public Works employees get their certification to be a Certified Pool Operator to help out at the Dekko if needed.

**Public Safety.** The Ada PD received recognition for their outstanding National Night Out event in 2014. They also worked in conjunction with Border Patrol to conduct drug searches at the school and were pleased to announce they didn't find any drugs.

**IX. A. Old Business. Garbage rates for Home Businesses.** James recommended eliminating the charge for home businesses.

**Motion by Member Pinsonneault, second by Member Rosenberger to authorize the Administrator to prepare a resolution to eliminate the garbage rate for home businesses. Members voting for: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**B. City Hall Sale Criteria.** James stated that a business plan and documentation of their liquidity would need to be provided.

**D. Protocol for Hiring and Termination of part – time and seasonal employees and enforcement of full – time employee personnel policy.** The council discussed the two options provided by the Administrator and also changes to the Administrator job description.

**Motion by Member Pinsonneault, second by Member Robertson to authorize the Administrator to bring a resolution forward which is reflective of option 2 as provided and also change the Administrator job description to require a 4 year degree in business with a preferred MBA. Members voting for: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**X. A. New Business. Kaleidoscope guests.** Member Robertson and James Leiman volunteered.

**B. Three – phase power.** Member Hansen stated that a lot of people cause a spike in demand but not everybody pays for it. He would like to see this charge removed which he felt would help existing businesses and attract new ones. James stated this would cause a loss of revenue of about \$20,000 per month which would need to be recouped. James will research the options.

**C. Sale of lots in Cougar Addition.** James stated there is a couple interested in purchasing Lots 7 & 8 Block Two in Cougar Addition. Historically the city council has not allowed the purchase of more than one lot for a single house. There is also 25' of Lot 6 that is available that both the new family and the Thom family have expressed interest in. There is also Lot 3 Block 3 that was requested to be purchase in the past by the neighboring property and were told they couldn't buy a second lot. They would be interested in the lot if the city allows it.

**Motion by Member Hansen, second by Member Miller to authorize the sale of Lots 7 & 8 in Block 2 of Cougar Addition. Members voting for: Robertson, Rosenberger, Miller, Hansen, Pinsonneault. Against: Edwards. Motion passed.**

**Motion by Member Miller, second by Member Rosenberger to accept the highest bidder for the 25' of Lot 6 Block 2 in Cougar Addition. Members voting for: Rosenberger, Miller, Hansen, Pinsonneault. Against: Robertson, Edwards.**

**D. Resolution 2015-05-02 – Summerfield Refunding Bonds.** Summerfield Place is refinancing and needs authorization from the City due to the connection through the EDA in the Joint Powers Agreement.

**Motion by Member Pinsonneault, second by Member Hansen to approve Resolution 2015-05-02. Members voting for: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**E. Community Event Center – Tubby's Tavern building.** Member Miller removed himself from the meeting as he has a conflict of interest as the owner of Tubby's Tavern. The council discussed different options to try to entertain the idea of a community event center.

**Motion by Member Edwards, second by Member Hansen to table this item. Members voting for: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**XI. Motion by Member Edwards, second by Member Robertson to adjourn the meeting at 8:49 p.m. Members voting for: Robertson, Rosenberger, Miller, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

Respectfully submitted,

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James Leiman  
City Administrator / Clerk / Treasurer

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Jim Ellefson  
Mayor