

**City of Ada**  
**Minutes of the Regular City Council Meeting**  
**November 3, 2015 – 6:00 p.m.**  
**City Hall**

**Members present:** Mayor Jim Ellefson, Members John Hintz, Candy Robertson, John Rosenberger, Neil Miller, Mike Triplett, Jim Hansen, Rich Pinsonneault.

**Others present:** James Leiman, Tyson – Moore Engineering, Mike Ganje, Curt Jacobson and others.

**IV. Citizens forum.** None.

**V. Consent Agenda.** Listed on the Consent Agenda was October 6, 2015 Council Meeting minutes, City pre – paid checks, City Accounts payables in the amount of \$210,214.06.

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

**VI. Approve Agenda.**

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

**VII. Presentations. Drug Task Force Presentation.** A presentation was given to explain the benefits of the Drug Task Force and the work that is done.

**B. MMUA Safety Program.** This provides safety training for the city employees.

**Motion by Member Hansen, second by Member Hintz to approve the MMUA Safety Program. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**C. TIF Request – Ada Area Promotions Committee.** They are requesting a developers agreement with the City.

**Motion by Member Triplett, second by Member Pinsonneault to approve the TIF Request from the Ada Area Promotions Committee. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**D. & E. Approve Resolution 2015-11-02 – Bond Issuance for AAPC Project and Approve MN Rural Water Loan Application.**

**Motion by Member Pinsonneault, second by Member Hansen to approve Resolution 2015-11-02 and also approve the MN Rural Water Loan Application. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**Mayor Ellefson removed himself from the meeting due to conflict of interest. Vice Mayor Pinsonneault took his place.**

**F. Moore Engineering. Approve Resolution 2015-11-05 – Purchase of Real Property (flood project).**

**Motion by Member Triplett, second by Member Hansen to approve Resolution 2015-11-05. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**B. Approve Resolution 2015-11-06 – Purchase Easements (flood project).**

**Motion by Member Robertson, second by Member Triplett to approve Resolution 2015-11-06. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**Mayor Ellefson took over the meeting.**

**F. 1. Award Levee Improvement contract.** Tyson stated that Reiner Contracting was the low bidder with a bid of \$1,276,754.88.

**Motion by Member Triplett, second by Member Miller to award the contract to Reiner Contracting Inc. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**2. Well Improvement Project invoice.** This is a final payment for Municipal Builders in the amount of \$36,589.24 and payment to Moore Engineering in the amount of \$8,900.00.

**Motion by Member Hintz, second by Member Rosenberger to approve payments to Municipal Builders for \$36,589.24 and Moore Engineering for \$8,900.00. Members voting**

**for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**3. Southwest Industrial Park Project update.** Tyson gave an update on the project.

**VIII. A. Mayor's Report. Approve AFSCME Council 65 Union Contract.**

**Motion by Member Triplett, second by Member Robertson to approve the AFSCME Council 65 Union Contract. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**2. Set date for Truth in Taxation Hearing – December 8, 2015 – 6:00 p.m.**

**Motion by Member Hansen, second by Member Hintz to set the Truth in Taxation Hearing for December 8, 2015 at 6:00 p.m. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**B. 4. Administrator / Clerk / Treasurer report. Approve hiring Public Works maintenance staff.** The hiring committee recommended hiring Neil DeVos and offering Bruce Nelson the second position contingent on Bryan Thronson's retirement. James stated that he would start at Step 2 of the Union Scale and he would receive an increase to Step 3 after 6 months on the job.

**Motion by Member Triplett, second by Member Hintz to approve hiring Neil DeVos and Bruce Nelson as recommended. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**1. Department updates.** James went through the work being done in each department.

**3. Employee Performance Incentives.** James requested a bank of 100 hours of vacation annually to award to employees in 4 hour increments for going above and beyond in their job.

**Motion by Member Rosenberger, second by Member Miller to approve the Employee Performance Incentives. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**5. Tower Addition annexation update.** James gave an update on where this process is at stating he would be coming back to the council in December or January with more information.

**6. Repurpose NW Minnesota Foundation funding.** James explained that the comprehensive plan came in under budget and he can either return the funding to the NWMF or repurpose it to develop a Business Retention and Expansion study. He will bring it back to the council next month for further discussion.

**Security Camera Update.** James stated that the total cost would be \$17,500 with the Dekko covering \$9,000 of the cost. Member Rosenberger expressed concern over the cost and necessity of the security system in each department. Member Pinsonneault stated that it will pay for itself just in slippage at the Liquor Store.

**Motion by Member Pinsonneault, second by Member Robertson to approve the \$8,500 to cover the difference in the security system. Members voting for: Hintz, Robertson, Miller, Triplett, Hansen, Pinsonneault. Against: Rosenberger. Motion passed.**

**8. Northwest Industrial Park update.** With further study into the flood zone administration, it looks like development will move forward for a 7,500 square foot Ag facility.

**Community Center Exercise Equipment.** Discussion ensued regarding the disposal of the old equipment. Interest was expressed from a group in Gary that has fitness equipment set up for the community to use.

**Motion by Member Triplett, second by Member Miller to permit James to give the equipment to the Gary group if he can't get funds from selling it. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**IX. Old Business. Approve Resolution 2015-11-01 – Sale of Real Property.** This item was cancelled.

**X. New Business. Kaleidoscope guests.** Member Pinsonneault volunteered.

**B. Approve Resolution 2015-11-04 – McCollum Hardware Loan Request.** This would be through funds through the USDA.

**Motion by Member Hansen, second by Member Hintz to approve Resolution 2015-11-04. Members voting for: Hintz, Robertson, Rosenberger, Triplett, Hansen, Pinsonneault. Against: None. Abstain: Miller. Motion passed.**

**C. Approve Resolution 2015-11-03 – Increasing amounts for loans.** This would raise the amount from \$15,000 to \$30,000.

**Motion by Member Triplett, second by Member Robertson to approve Resolution 2015-11-03. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**D. Closed Session.**

**Motion by Member Pinsonneault, second by Member Miller to close the meeting at 8:15 p.m. to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures and to discuss security deficiencies in or recommendations regarding public services, infrastructure and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses. § 13D.05 Subd. 3. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**Motion by Member Pinsonneault, second by Member Rosenberger to re – open the meeting at 8:59 p.m. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

**XI. Motion by Member Pinsonneault, second by Member Robertson to adjourn the meeting at 9:02 p.m. Members voting for: Hintz, Robertson, Rosenberger, Miller, Triplett, Hansen, Pinsonneault. Against: None. Motion passed.**

Respectfully submitted,

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James Leiman  
Administrator / Clerk / Treasurer

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Jim Ellefson  
Mayor