

**City of Ada**  
**Minutes of the Regular City Council Meeting**  
**November 7, 2012 – 6:00 p.m.**

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

**Others present:** Boy Scout Troop, Shelley Kappes, John Kappes, Jody Bueng, Gerrie Aasland, Bruce Visser, Woody Roux, Eric Robb, and others.

**III. Citizens forum.** None.

**IV. Consent agenda.** Listed on the consent agenda was: October 2, 10 & 15, 2012 council meeting minutes, City pre – paid checks, City Accounts payable in the amount of \$268,373.09, and approve hiring of Mark Askelson and Robert Mundt at the Dekko Center. The October 15, 2012 minutes were removed.

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

**V. Approve agenda.** Added to the agenda was: October 15, 2012 council meeting minutes, blight letters / blight complaint, letter from the Bureau of Mediation Services, weekly department head reports, police car, department head meeting, temporary hire for the Liquor Store.

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

**VI. A. Mayors report.** October 15, 2012 council meeting minutes. It was noted that Kristi Hastings was at the meeting and not ‘via phone’ as indicated in the minutes. This change will be made.

**Motion by Member Erickson, second by Member Edwards to approve the October 15, 2012 meeting minutes with the change as stated. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**B. 1. Public Works.** Member Pinsonneault inquired about the insurance claim. John explained that while installing security camera’s, one of the employees backed into a privately owned

vehicle. He stated that this has been submitted to insurance. Member Robertson questioned where they were at with purchasing automatic meters. John stated they will be purchasing more with the 2013 Budget.

**C. Dekko Community Center.** Member Pinsonneault stated that with the increase in the cost of chemical it might be a good time to look at increasing the rates at the Dekko. He stated that people would probably prefer small increases over time instead of a large increase at one time. Member Peterson stated that they were going to wait until all the repairs have been done so the members could see an improved facility to go along with the increase in rates.

**D. 1. Public Safety. Parking ordinance.** Officer Bueng went over the changes in the Ordinance. The City Attorney will review the changes.

**2. Blight letters.** Shelley stated that she sent a couple to the City Attorney for further action and is working with the Building Official on another one.

**3. Blight complaint.** The council received a complaint about a residence in town that is deteriorating and they consider a safety hazard. Anne stated that this could be covered under a public nuisance or blight. This would take further investigation as to the condition in the house. Anne will contact the owner to see if they would deed the property to the City.

**4. Letter from the Bureau of Mediation Services.** This is a notice that the Police Department has formed a union.

**5. Police car repairs.** Jody stated that the Durango started running rough while he was on a call. He took the vehicle in to get an estimate on the repairs and he received two estimate based on the possible damage not knowing what damage they would find when they tore down the motor.

**Motion by Member Pinsonneault, second by Member Edwards to authorize the repairs to the Durango. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**6. Relief Association.** They need authorization to send a correction form to the State Auditor regarding the contributions to the retirement fund for the firefighters.

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

**E. 1. Finance / Labor committee. Clerk / Treasurer report.** Meeting with the townships to discuss the Fire Contracts. The council will set the date for November 20<sup>th</sup> to meet with the townships.

**2. a. Liquor Store Manager report. Temporary hire.** Gerrie gave an update on the new software program she is working on. Gerrie requested extra hours for her daytime staff over the next week just in case she has a lot of corrections to make into the system.

**Motion by Member Erickson, second by Member Hansen to authorize extra hours to allow Gerrie time to complete the work on the software system. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**b. Happy Hour.** Member Erickson stated that they discussed at the committee level that the Liquor Store could be more profitable and discussed discontinuing happy hour until they can see a more positive profit.

**Motion by Member Erickson, second by Member Hansen to discontinue Happy Hour until the Liquor Store is seeing a higher profit. Members voting for: Austinson, Robertson, Peterson, Erickson, Hansen, Pinsonneault. Against: Edwards. Motion passed.**

**3. Meet with Department Heads for budget discussion.** Shelley will set a date for the meeting.

**F. Planning and Zoning.** Nothing for action.

**G. 1. Economic Development Authority. Ride Tek, Inc loan.** Member Edwards explained that Ride Tek requested a loan to help with capital until sales are produced. This would be for \$20,000.00 for 5 years at 3% interest.

**VII. A. Old business. Second reading – Ordinance #451 – regulating noise.**

**Motion by Member Edwards, second by Member Erickson to approve the second reading of Ordinance #451. Members voting for: Austinson, Peterson, Erickson, Edwards. Against: Robertson, Hansen, Pinsonneault. Motion passed.**

**B. Weekly Department Head reports.** Mayor Ellefson commented that the reports were appreciated but hasn't received one from the Police Department. It was noted that because Jody is the interim Chief, he may not know he is supposed to submit one.

**VIII. A. New business. Choose Kaleidoscope reps.** Member Austinson volunteered.

**B. City Attorney position.** Anne will review the proposals and give her opinion on the best option for the best price. Shelley will provide a spreadsheet listing the different firms with their costs.

**C. Request to hire attorney to help with City Manager position.** Member Pinsonneault requested hiring Kristi Hastings to help with review the charter and give direction to the committee. Questions were raised on the cost and the amount of time needed to assist the committee. Member Erickson stated that they would only intend to have her assistance to get the committee off the ground and headed in the right direction.

**Motion by Member Pinsonneault, second by Member Erickson to hire Pemberton Law Office to assist the City Administrator Committee. Members voting for: Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: Austinson. Motion passed.**

**D. Set Truth in Taxation hearing for December 4, 2012 @ 6:00 p.m.**

**Motion by Member Edwards, second by Member Robertson to set the Truth in Taxation hearing on December 4, 2012 at 6:00 p.m. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**E. Canvass election results.** Shelley will set up a noon meeting for November 13<sup>th</sup> to canvass the election results.

**F. Closed session – litigation.**

**Motion by Member Edwards, second by Member Erickson to closed the meeting at 7:32 p.m. to discuss litigation. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

**Motion by Member Erickson, second by Member Hansen to open the meeting at 8:04 p.m. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

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**IX. Motion by Member Robertson, second by Member Edwards to adjourn the meeting at 8:05 p.m. Members voting for: Austinson, Robertson, Peterson, Erickson, Edwards, Hansen, Pinsonneault. Against: None. Motion passed.**

Respectfully submitted,

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Shelley Kappes  
City Clerk / Treasurer

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Jim Ellefson  
Mayor