

City of Ada
Minutes of the City Council Meeting
April 3, 2018 – 5:30 p.m.
City Hall

Members present: Members: John Rosenberger, John Hintz, Jacob Kroshus, Tom Opheim, and Mike Nelson

Others present: James Leiman, Mark Askelson, Pat Pfund and Nominees for two open positions on the Council.

I. Appoint Two-At-Large Council members

Mayor Sawrey brought forth the process as to how to proceed with the nomination process to fill the two vacant seats on the council. Member Opheim made a motion to vote by position as to which seats they are filling and use the open ballot format. The first seat that was voted on was that of former Member Pinsonneault. Member Opheim nominated Tom Melin, Member Rosenberger nominated Crystal Stene, and Member Kroshus nominated Josh Mathsen. By show of hands, members voted in favor of Josh Mathsen to take over the seat of Member at Large-Pinsonneault seat. The other seat available as a Member at Large-Triplett seat – Member Opheim nominated Tom Melin and Member Rosenberger nominated Crystal Stene, at which there were no other nominations. By show of hands, member voted in favor of Crystal Stene. Ne Members Mathsen and Stene were then sworn in to serve the remaining terms of the seats.

Motion by Member Opheim, second by Member Hintz to accept the open ballot format in voting for the respective nominees. Members voting for: Hintz, Rosenberger, Kroshus, Opheim, and Nelson. Against: None. Motion passed.

By show of hands – Tom Melin-Member Opheim – Crystal Stene-Member Rosenberger – Josh Mathsen-Members Nelson, Hintz and Kroshus. New Member Mathsen was then sworn in.

By show of hands – Tom Melin-Member Opheim and Member Kroshus – Crystal Stene-Members Rosenberger, Nelson, Mathsen, and Hintz. New Member Stene was then sworn in.

Citizen Forum – No one came forward

II. Consent Agenda: Accounts Payable amounts \$53,024.13
City pre-paid checks amounted to \$242,907.39. There was also a Gambling fund request from the AB Parent Teacher Council for \$200.00.

- A. Licenses to approve:
 - a. TOBACCO through 4/30/2019: PetroserveUSA
 - b. COIN OPERATED MACHINES through 4/30/2019: ARC LANES INC, WEST MAIN PIZZA, ADA MUNICIPAL LIQUOR, OUTPOST DRIVE INN
 - c. SET-UP (Consumption) Liquor Licenses through 4/30/2019: ARC LANES, INC., NORMAN COUNTY AG SOCIETY (Fairgrounds)
- B. ON-SALE LIQUOR LICENSES through 4/30/2019 : PUB 21 LLC and ADA MUNICIPAL LIQUOR STORE
- C. ON-SALE 3.2 MALT LIQUOR LICENSES through 4/30/2019: ARC LANES INC, WEST MAIN PIZZA, NORMAN COUNTY AG SOCIETY (Fairgrounds)
- D. OFF-SALE LIQUOR LICENSE through 4/30/2019: ADA MUNICIPAL LIQUOR STORE
- E. 2 AM LICENSE through 4/11/2019: To AGED (meaning pay the State of MN)
- F. INSURANCE: PUB 21 (5-10-18), ARC LANES INC (4-30-18), ADA MUNICIPAL LIQUOR STORE (8-5-18)
- G. Public Health request from Gambling Fund of \$200.00 for the bike rodeo.

Motion by Member Opheim, second by Member Hintz to accept the Consent Agenda. Members voting for: Hintz, Rosenberger, Kroshus, Opheim, Nelson, Mathsen and Stene. Against: None. Motion passed.

I. Approve Agenda – addition to the agenda was a statement to be made by Mayor Sawrey under the Mayor’s report

Motion by Member Rosenberger, second by Member Nelson to accept the Agenda as amended. Members voting for: Hintz, Rosenberger, Kroshus, Opheim, Nelson, Mathsen and Stene. Against: None. Motion passed.

III. Presentations with possible discussion and decision:

A. Moore Engineering Update

Moore Engineering brought forth to the Council an option to move forward with an Intended Use Plan to get the City of Ada on the IUP list. There is not a defined project in place at this time, but when the Cities scoring comes through from the State of MN, monies could come available for the City to take advantage of by being on the IUP list. Additional items brought to the Council’s attention were the sewer cleaning and video taping of the sewer system progression, as well as, and update on the conclusion of the MPCA that there were no contamination issues with regards to the Flood Protection Project.

Motion by Member Opheim, second by Member Hintz to approve placing the City of Ada on the Intended Use Plan list with the State of MN– as presented by Moore Engineering. Members voting for: Hintz, Rosenberger, Kroshus, Opheim, Nelson, Mathsen and Stene. Against: None. Motion passed.

IV. Reports of Department Heads and Committees

A. Mayor's report

- 1 Arbor Day Declaration – read by the Mayor
- 2 Off-sale Expansion Design Committee discussion for appointment on April 10.
- 3 Comment on Fargo Forum article – Mayor Sawrey's point of clarification and West Main Pizza's "use of money for lighting" in the article

Mayor Sawrey declared Friday April 27th as Arbor Day and the month of May 2018 as Arbor Month in the City of Ada.

Mayor Sawrey announced that a special session for April 10th will be held for openings of RFP's for the on-sale at the new event center. Mayor Sawrey stated as well that he would like to have a design committee for the City of Ada's Off-Sale renovation. This committee will not consist of more than five members per his recommendation. Mayor Sawrey then addressed council and wanted to correct a statement in the Saturday Fargo Forum article about the City of Ada, and that West Main Pizza did not receive any funding for the lighting project at his establishment.

B Administrator / Clerk / Treasurer Report

1) Department Updates

- a. Administrator Leiman updated council as to the Cities audit that is on-going, the conclusion of 2017's numbers on the Ada Liquor Store as being very positive, the Dekko Center's progress as to memberships and other means of raising revenues, and public works moving into spring mode.
- b. Administrator Leiman updated the council on the progress of the City of Ada's Event Center. Progress should wrap up on the HVAC units and well as the start of a new roof. Funds from various sources continue to come in and the outlook is for having more than enough financial resources to cover all costs of the Event Center Project.
- c. Administrator Leiman announced a potential Open House in relation to the Ada Chamber of Commerce "Catch the Spirit" event. More information to be announced at a later date.
- d. Administrator Leiman was asked to provide recommendations for a Pricing Model for the Event Center. Three different scales were brought forward.

Motion by Member Hintz, second by Member Kroshus to approve a Pricing Model for the Ada Area Event Center. Members voting for: Hintz, Rosenberger, Kroshus, Opheim, Nelson, Mathsen and Stene. Against: None. Motion passed.

e. \$5,640 request for lighting outdoor volleyball courts at the Dekko Center.

A proposal from the Beautification Committee to install lighting near the volleyball courts at Dekko Park was brought before the council. Member Opheim stated he would be voting against spending this much money on lighting for the sake of the neighborhood and people being outside late into the evening. Member Kroshus agreed. Member Hintz stated that the volleyball league will likely run into the later hours and could see the need for lighting.

Motion by Member Hintz, second by Member Nelson to purchase lighting for the volleyball courts at Dekko Park for \$5,640.00, labor to be included. Members voting for: Hintz, Rosenberger, Stene, Nelson, and Mathsen. Against: Opheim and Kroshus. Motion passed

V Old Business

A. Main Street Renovation Project

Administrator Leiman updated council regarding the buildings in the downtown area. The M & J Health Center was recently purchased, but Leiman was not aware of what the plan for that property was. He also stated that there were plans to spruce up the Treasures building with some lighting and minor repairs. Also discussed was the old Olson's Men's Wear store and the potential for business space.

VI New Business

A. Kaleidoscope guests.

April – Hintz\Kroshus; May – Mathsen\Stene
June – Nelson\Rosenberger; July – Sawrey\Opheim

B. Approve XCEL Contract Extension 2022-2027

Administrator Leiman updated council regarding the contract between the City of Ada and XCEL Energy. Pemberton Law was finalizing their review of the documents. The consensus was to table the approval of the extension until the April 10th meeting.

C. RESOLUTION 2018-04-01 – RESOLUTION CERTIFYING GRANT AND LOAN REQUESTS FOR ADA ECONOMIC DEVELOPMENT ACTIVITIES

Motion by Member Opheim, second by Member Hintz to approve the RESOLUTION 2018-04-01 – RESOLUTION CERTIFYING GRANT AND LOAN REQUESTS FOR ADA ECONOMIC DEVELOPMENT ACTIVITIES

By Roll Call Vote: Members Voting for: Hintz, Kroshus, Mathsen, Stene, Opheim, Nelson and Rosenberger. Against NONE Motion passed

D. BELTRAMI LAW ENFORCEMENT AND MUTUAL AID AGREEMENT

Police Chief Bueng presented to council a request from Beltrami County Law Enforcement to enter into a Mutual Aid Agreement in the event that City of Ada’s Police Department is asked to assist, if a possible protest were to get violent. Chief Bueng stated that the Department has limited resources to offer, but in the event they would be able to assist, this would allow them to aid the other law enforcement agencies.

Motion by Member Rosenberger, second by Member Nelson to approve entering into a Mutual Aid Agreement with other law enforcement agencies in the event of protesting in the region. Members for: Hintz, Kroshus, Mathsen, Rosenberger, Stene, Nelson and Opheim. Against: None. Motion passed

VII Adjournment

Motion by Member Hintz at 6:35 p.m., second by Member Nelson to adjourn the meeting. Members for: Hintz, Kroshus, Mathsen, Rosenberger, Stene, Nelson and Opheim. Against: None. Motion passed

Respectfully submitted,

Todd Sawrey, Mayor

**James Leiman, City
Administrator/Clerk/Treasurer**