

**City of Ada**  
**Meeting of the City Council**  
**Tuesday, April 5, 2022 6:00 P.M. – Council Chambers**

**Agenda**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Citizen Forum** – *Individuals may address the council about any item of concern. A maximum of 15 minutes is allotted for the forum. If the full 15 minutes are not needed for the forum, the City Council will continue with the agenda. The City Council will take no official action on items discussed at the forum, with the exception of referral to staff or commission for future report.*
  
- V. Consent Agenda** – *These items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*
  - A.** March 2022 Council Meeting minutes
  - B.** City Pre–paid checks in the amount of \$243,692.48
  - C.** City Accounts payables in the amount of, \$17,932.46
  
- VI. Approve Agenda** – *No item of business shall be considered unless it appears on the agenda for the meeting. Council Members may add items to the agenda by a majority vote of the council.*
  
- VII. Presentations with possible discussion and decision.**
  - A.** Moore Engineering Update
  
- VIII. Reports of Department Heads and Committees**
  - A.** Mayors Report
    - 1) 2022 Elections
  
  - B.** Administrator / Clerk / Treasurer Report.
    - 1) Department Updates
      - a) Dekko Center Donation Request for Fundraiser \$300
      - b) Bike Rodeo Donation Request \$300 for the purchase of helmets
    - 2) Police Department - Appoint Interim PD Chief

**X. Old Business**

**XII. New Business**

- A. Kaleidoscope Guests, March – Scott/Mike April – Kim/Shawn
- B. Mowing Bids
- C. Annual Liquor and Lists of Licenses
- D. Cody Holte Memorial Softball Tournament Donation Request
- E. Industrial Park Lot Purchase Offer
- F. Resolution 2022-04-01 Elimination of Precincts in the City of Ada
- G. Resolution 2022-04-02 Establishment of New Precincts in the City of Ada
- H. Resolution 2022-01-03 Combining Polling Places in the City of Ada
- I. Committee Updates.
  - A. Public Works
  - B. Public Safety
  - C. Beautification
  - D. EDA

**XIII. Adjournment**

**City of Ada**  
**Meeting of the City Council**  
**Tuesday, March 8, 2022, 6:00 P.M. – Council Chambers**

**Minutes**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call** All council members were present. Mayor Hintz and Administrator Larson, along with members of the local media were also in attendance.
- IV. Citizen Forum** – *Individuals may address the council about any item of concern. A maximum of 15 minutes is allotted for the forum. If the full 15 minutes are not needed for the forum, the City Council will continue with the agenda. The City Council will take no official action on items discussed at the forum, with the exception of referral to staff or commission for future report.*

Pat Pfund announced that the annual Catch the Spirit event will take place on Wednesday March 23, 2022, starting at 6pm.

- V. Consent Agenda** – *These items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*
- A.** February 2022 Council Meeting minutes
  - B.** City Pre-paid checks in the amount of \$107,716.76
  - C.** City Accounts payables in the amount of, \$33,736.61

**Member Stene motioned and Member Erickson seconded to approve the Consent Agenda as amended. All in favor: Nelson, Erickson, Mathsen, Stene, Roux, Krieger and Lewis. Opposed: NONE Motion passed.**

- VI. Approve Agenda** – *No item of business shall be considered unless it appears on the agenda for the meeting. Council Members may add items to the agenda by a majority vote of the council.*

**Member Mathsen motioned, and Member Lewis seconded to approve the Agenda as amended. All in favor: Nelson, Erickson, Mathsen, Stene, Roux, Krieger and Lewis. Opposed: NONE Motion passed.**

## **VII. Presentations, with possible discussion and decision.**

### **A. Al's Disposal- Clean Up Week**

Charlie and Julie Bitker, representing Al's Disposal, were present to discuss the upcoming clean up week in the City of Ada. The proposed dates are: May 5, 2022, from 5pm-8pm – May 6, 2022, from 12pm-6pm – May 7, 2022, from 8am-4pm. The alternate dates would be the following week. The discussion continued with the concern about non-resident individuals dumping belongings. Council reiterated that this is for residents with-in the City's limits. Al's Disposal is the City's independent contractor for regular garbage collection, and they wanted to remind the citizens to place their garbage out where the crew doesn't have to retrieve it from private property. They also mentioned a concern with the county's recycle area. One last item mentioned was the concern of some houses in town not having house numbers, somewhere visible for the garbage crew to identify in case of problems in collecting garbage.

## **VIII. Reports of Department Heads and Committees**

### **A. Mayors Report**

#### 1) 2022 Elections

Mayor Hintz reminded the community to get their application in if you are interested in running for council.

### **B. Administrator / Clerk / Treasurer Report.**

#### 1) Department Updates

##### a. Dekko Equipment Update

Administrator Larson updated council about happenings at the Dekko Center. The steam room is up and running as well as the hot tub. Improvements were done to greatly improve the steam room.

##### b. Dekko Fundraiser

A fundraiser to raise money for improvements to the Dekko Center is being planned. The event is a women's event and will be the start of a series of fundraisers to go towards replacing the hot tub. There is hope that a grant from the Dekko Foundation will assist in the raising of funds.

- c. Police Department update
  - i. Part Time officer

Administrator Larson informed the council as to where the process is in hiring a part time police officer. There were four applications for the position, of which one was the closest eligible to serve as an officer. That person will be taking a test for his Minnesota certification. Upon passing he would be able to serve as an officer. The candidate would train with our current officers and after the training process could begin serving. His gear will then be ordered when all these processes are complete.

**Member Stene motioned and Member Mathsen seconded to proceed with the hiring process of a part time officer within the City of Ada. All in favor: Nelson, Erickson, Mathsen, Stene, Roux, Krieger and Lewis. Opposed: NONE Motion passed.**

- 2) Audit 2021

Administrator Larson informed council that the audit will take place in late April.

- 3) Catch the Spirit Event

Reminder that the annual event will take place March 23, 2022, at 6PM

## **IX. Old Business**

## **XII. New Business**

- A. Kaleidoscope Guests, March – Scott/Mike April – Kim/Shawn
- B. Ada Borup After Prom Donation Request

A \$300.00 donation request by the After Prom Committee.

**Member Krieger motioned and Member Mathsen seconded to approve a \$300.00 request from the proceed with the hiring process of a part time officer within the City of Ada. All in favor: Nelson, Erickson, Mathsen, Stene, Roux, Krieger and Lewis. Opposed: NONE Motion passed.**

**Member Krieger motioned and Member Stene seconded to amend the previous motion by changing the amount of the original request to \$500.00. This being the new maximum allowed for donation requests. All in favor: Nelson, Erickson, Mathsen, Stene, Roux, Krieger and Lewis. Opposed: NONE Motion passed.**

C. Committee Updates.

A. Public Works

Member Krieger updated the council regarding problems with the sub station on the East side. Public Works Manager Rasmusson suggested having an extra regulator on hand, which fortunately was available.

B. Public Safety

Member Roux updated council on what items were discussed at their monthly meeting. The part time officer was the main topic, as well as blight. Snow removal and vehicles being on the street during a snow event was the last item on their agenda.

C. Beautification

Member Mathsen stated that the committee did not meet, but he had a discussion with Manager Eggen about issues previously discussed. The next meeting for the committee was to be Wednesday March 9.

D. EDA

Member Stene updated council with a list of their agenda items: these included – Catch the Spirit – Dekko repairs – Dekko lady’s fundraiser event – part time officer position – approval of revolving loan fund requests – USDA grant paperwork was submitted for the new housing grant.

D. Boy Scout Donation Request - \$500.00

Pat Pfund was present to request \$500.00 to cover costs of a Boy Scout Outing – Winter Camp.

**Member Krieger motioned and Member Mathsen seconded to approve a \$500.00 request from the Ada Boy Scouts to help defray costs for their Winter Outing.**

**All in favor: Nelson, Erickson, Mathsen, Stene, Roux, Krieger and Lewis.**

**Opposed: NONE Motion passed.**

**XIII. Adjournment**

**Member Stene motioned and Member Mathsen seconded to adjourn the meeting at 6:40PM. All in favor: Nelson, Erickson, Mathsen, Stene, Roux, Krieger and Lewis.**

**Opposed: NONE Motion passed.**

## PRE-PAID CHECKS for MARCH 2022

Paid Chk# 084384	ADA BOY SCOUT TROOP 624	3/1/2022	\$765.30	CEMETERY PAVERS PJT- ROCKSTAD
Paid Chk# 084385	DVS RENEWAL	3/1/2022	\$38.50	HOSP REG- 2008 CRY SEB
Paid Chk# 084386	FREEDOM FUEL INC	3/1/2022	\$87.16	POLICE FUEL
Paid Chk# 084387	LARSON, ASHLEY	3/1/2022	\$50.00	FEB CELL PHONE
Paid Chk# 084392	U. S. POSTMASTER	3/8/2022	\$162.60	MAIL PHOSPHORUS REDUCTION TIPS
Paid Chk# 084393	ADA BOY SCOUT TROOP 624	3/9/2022	\$500.00	SCOUT CONTRIBUTION
Paid Chk# 084394	ADA ELECTRIC	3/9/2022	\$10,917.50	STEAM ROOM REPAIR
Paid Chk# 084395	ADA-BORUP-WEST HIGH SCHOOL	3/9/2022	\$500.00	AFTER PROM DONATION
Paid Chk# 084396	ARTISAN BEER COMPANY	3/9/2022	\$124.60	BEER
Paid Chk# 084397	ARVIG ENTERPRISES	3/9/2022	\$760.07	MARCH RENT
Paid Chk# 084398	DAKOTA PLUMBING	3/9/2022	\$333.23	STEAMER REPAIR
Paid Chk# 084399	D-S BEVERAGES	3/9/2022	\$2,135.50	BEER
Paid Chk# 084400	EGGEN HEATING & AIR CONDITION	3/9/2022	\$90.00	DEKKO- HOT TUB BOILER GAS LINE
Paid Chk# 084401	EGGEN, BRIANNA	3/9/2022	\$135.51	DEKKO- JOB FAIR CANDY,CLEANER,FEB CELL PHONE
Paid Chk# 084402	BLAKE FETTING	3/9/2022	\$800.00	DEKKO- SNOW REMOVAL
Paid Chk# 084403	JOHNSON BROS WHLSE LIQUOR C	3/9/2022	\$385.03	GRENADINE
Paid Chk# 084404	MN STATE FIRE CHIEF ASSOC.	3/9/2022	\$235.00	FIRE- DULUTH FOTOS
Paid Chk# 084405	NORTHERN STATES POWER CO.	3/9/2022	\$769.00	FEB DIST FACILITIES CHRGR
Paid Chk# 084406	PHILLIPS WINE & SPIRITS CO.	3/9/2022	\$1,784.81	LIQUOR CREDIT
Paid Chk# 084407	RASMUSSON, BRIAN	3/9/2022	\$112.01	SWR-MOORE ENG MLG, FEB CELL PHONE
Paid Chk# 084408	RED RIVER VALLEY CO-OP POWER	3/9/2022	\$321.39	FEB UTILITY
Paid Chk# 084409	RMB ENVIRONMENTAL LABS,INC	3/9/2022	\$35.00	TESTING
Paid Chk# 084410	SKANSGAARD, MILES	3/9/2022	\$800.00	DEKKO- SNOW REMOVAL
Paid Chk# 084411	TRANE U.S. INC.	3/9/2022	\$1,622.25	DEKKO- MINT
Paid Chk# 084412	VERIZON WIRELESS	3/9/2022	\$141.42	POLICE CELL PHONE
Paid Chk# 084466	AASLAND, GERRIE JO	3/15/2022	\$50.00	LQR- FEB CELL PHONE
Paid Chk# 084467	ADA FIRE DEPT RELIEF ASSN	3/15/2022	\$21,756.12	FIRE STATE AID
Paid Chk# 084468	ADA-FELTON COUNTRY STORE	3/15/2022	\$85.74	PW FUEL

Paid Chk# 084469	ALL AMERICAN PUBLISHING	3/15/2022	\$209.00	DEKKO- ADV- NCEHS
Paid Chk# 084470	ARVIG ENTERPRISES	3/15/2022	\$1,520.14	CH- FEB,APRIL RENT
Paid Chk# 084471	BELLBOY CORPORATION	3/15/2022	\$823.00	LIQUOR
Paid Chk# 084472	BEVERAGE WHOLESALERS, INC	3/15/2022	\$141.05	BEER
Paid Chk# 084473	BOOM ISLAND BREWING CO, LLC	3/15/2022	\$124.00	BEER
Paid Chk# 084474	BREAKTHRU BEVERAGE	3/15/2022	\$1,307.53	LIQUOR
Paid Chk# 084475	CINTAS	3/15/2022	\$132.52	EC- JAN MATS
Paid Chk# 084476	CITY OF ADA GENERAL FUND	3/15/2022	\$100.40	APPLY DEPOSIT, INTEREST- KUEHN
Paid Chk# 084477	CRAIG LARSON CONSTRUCTION	3/15/2022	\$325.00	EC CEILING REPAIR
Paid Chk# 084478	DEPT. OF ENERGY W A P A	3/15/2022	\$29,458.95	FEB ENERGY
Paid Chk# 084479	D-S BEVERAGES	3/15/2022	\$2,237.49	JUICE
Paid Chk# 084480	GARDEN VALLEY TECHNOLOGIES	3/15/2022	\$28.99	MARCH IT
Paid Chk# 084481	GREAT PLAINS FIRE, INC.	3/15/2022	\$818.48	FIRE- HYDRANT GATE VALVE
Paid Chk# 084482	HACH CO.	3/15/2022	\$1,032.70	SEWER PARTS
Paid Chk# 084483	KELLY'S CHRYSLER CENTER, INC.	3/15/2022	\$57.85	PW OIL CHNG
Paid Chk# 084484	MCKINNON CO., INC.	3/15/2022	\$3,132.65	BEER
Paid Chk# 084485	MN DEPT OF COMMERCE	3/15/2022	\$359.58	ASSESSMENT- 4TH QTR 2022
Paid Chk# 084486	MN STATE FIRE DEPT ASSOCIATIO	3/15/2022	\$175.00	2022 MSFDA MEMBERSHIP DUES
Paid Chk# 084487	PETRO SERVE USA	3/15/2022	\$167.10	POLICE- FUEL
Paid Chk# 084488	SOUTHERN GLAZERS OF MN	3/15/2022	\$333.99	LIQUOR
Paid Chk# 084489	T & R ELECTRIC, INC.	3/15/2022	\$15,516.12	TRANSFORMER- SINGLE PHASE REGU
Paid Chk# 084490	THRIVE MESSAGE LLC	3/15/2022	\$20,000.00	EDA LOAN- OP CAPITAL
Paid Chk# 084491	VERIZON WIRELESS	3/15/2022	\$94.24	PW CELL PHONE
Paid Chk# 084492	WYNNNE CONSULTING, INC	3/15/2022	\$0.00	VOID- WRONG VENDER
Paid Chk# 084493	XCEL/NORTHERN STATES POWER	3/15/2022	\$63,752.63	FEB ENERGY
Paid Chk# 084495	INCIDENTAL FUND-CITY OF ADA	3/16/2022	\$833.32	Ashley
Paid Chk# 084497	4 CORNERS SIDING	3/21/2022	\$1,158.81	GUNDERSON SIDING REPLACEMENT
Paid Chk# 084498	ARVIG	3/21/2022	\$1,763.65	MARCH PHONE/INTERNET
Paid Chk# 084499	CITY OF ADA GENERAL FUND	3/21/2022	\$100.07	APPLY DEP- BORGEN
Paid Chk# 084500	FRANCOTYP-POSTALIA, INC.	3/21/2022	\$622.52	POSTAL INK

Paid Chk# 084501	MN ENERGY RESOURCES CORP.	3/21/2022	\$2,307.59	UTILITIES
Paid Chk# 084502	RED RIVER VALLEY CO-OP POWER	3/21/2022	\$8,000.00	MARCH MNT
Paid Chk# 084503	SPORTS IMPORTS	3/21/2022	\$2,450.80	SAND VB EQUIPMENT
Paid Chk# 084504	DELTA DENTAL	3/23/2022	\$1,018.28	April premium
Paid Chk# 084505	AL'S DISPOSAL, INC.	3/24/2022	\$15,983.00	
Paid Chk# 084506	ARTISAN BEER COMPANY	3/24/2022	\$73.80	BEER
Paid Chk# 084507	CARDMEMBER SERVICES	3/24/2022	\$578.00	DEKKO-BABY CHNG BED LINERS,AQUACREST CERT.,
				ASHLEY CONF, PROMO POSTER,ADOBE
Paid Chk# 084508	CITY OF ADA GENERAL FUND	3/24/2022	\$100.11	NOEL APPLY DEP,INT
Paid Chk# 084509	D-S BEVERAGES	3/24/2022	\$1,979.10	BEER
Paid Chk# 084510	JOHNSON BROS WHLSE LIQUOR C	3/24/2022	\$1,372.27	LIQUOR
Paid Chk# 084511	MCKINNON CO., INC.	3/24/2022	\$3,741.25	BEER
Paid Chk# 084512	NW MINN MULTI COUNTY	3/24/2022	\$3,000.00	GRANT PREP- REISSUED
Paid Chk# 084513	PHILLIPS WINE & SPIRITS CO.	3/24/2022	\$3,398.58	LQR- CLAMATO
Paid Chk# 084514	WINE MERCHANTS	3/24/2022	\$188.20	LIQUOR
Paid Chk# 084531	AASLAND, GERRIE JO	3/30/2022	\$50.00	LIQUOR- CELL PHONE
Paid Chk# 084532	AL'S DISPOSAL, INC.	3/30/2022	\$576.12	FEB DUMPSTER RENTAL
Paid Chk# 084533	BEVERAGE WHOLESALERS, INC	3/30/2022	\$507.45	BEER
Paid Chk# 084534	CITY OF ADA GENERAL FUND	3/30/2022	\$9.05	MAIL DW JONES UB
Paid Chk# 084535	D-S BEVERAGES	3/30/2022	\$5,679.15	BEER
Paid Chk# 084536	LARSON, ASHLEY	3/30/2022	\$50.00	MARCH CLERK CELL PHONE
Paid Chk# 084537	STEVE PETRY	3/30/2022	\$487.20	FIRE-MLG,MEALS,PARKING-OFFICER TRAINING
Paid Chk# 084538	U. S. POSTMASTER	3/30/2022	\$270.01	MARCH-UTILITY BILLING PSTG
Paid Chk# 096196E	SOUTHERN GLAZERS OF MN	3/29/2022	\$48.00	LQR-DBL CREDITED

\$243,692.48

ACCOUNT PAYABLE - MARCH 2022  
 REGULAR COUNCIL MEETING  
 Tuesday, April 5, 2022

\*Added or Revised Amounts

ADA BUILDING CENTER	PW BOARDS	\$ 185.88
ACME TOOLS	PW STEAMER VALVE	\$ 41.28
ADA-FELTON COUNTRY STORE	PW FUEL	\$ 249.38
ADA-FELTON COUNTRY STORE	POLICE - FUEL	
ARAMARK	PW- MATS,MOPS, PAPER SERVICES	\$ 188.80
ARAMARK	LQR MATS, MOPS	\$ 96.26
ARAMARK	POLICE MATS	\$ 53.25
AUTO VALUE	PW- PARTS-SOCKETS,DELVAC,TANK HEATER FOR MAIN LIFT STATION GENERATOR	\$ 295.43
AUTO VALUE	EC BATTERIES	\$ 48.99
BCA TRAINING	POLICE- TRAINING-MSANI CANAM	\$ 175.00
COCA- COLA	LIQUOR- POP	\$ 64.00
EMPIRE MEDIA	EDA ADV	\$ 329.00
FREEDON FUEL	POLICE FUEL	\$ 47.48
GOPHER STATE ONE CALL	LOCATES	
HACH	PW- PARTS	\$ 981.35
HAWKINS	PW CHEMICALS	\$ 869.30
HAWKINS	DEKKO CHEMICALS	\$ 1,785.17
INDEPTH INSPECTION	MARCH BLDING PERMIT SERVICES	
KRJB RADIO	CLERK- ANNUAL, WEBSITE, FFA	
KRJB RADIO	DEKKO ADV	
MCCOLLUM HARDWARE, INC	PW- SUPLS-	
MCCOLLUM HARDWARE, INC	CH- BATTERIES	\$ 11.99
MCCOLLUM HARDWARE, INC	EC- KEYS	\$ 18.72
NORMAN COUNTY IMPLEMENT	PW- FITTINGS, HOSE, PRESSURE WASHER HOSE	\$ 381.90
NORMAN COUNTY INDEX	LIQUOR-	
OFFICE SUPPLIES	CITY HALL- PHONE EAR PIECE, COLORED PAPER, HIGHLIGHTERS, BAGS	\$ 100.03
OFFICE SUPPLIES	PW -SHIPPING TESTS	
OFFICE SUPPLIES	POLICE- MOUSE PAD, MOP, MARKERS, CLEANING SUPLS. BAGS, CABLE, TONER	\$ 453.05
OFFICE SUPPLIES	EC- MOP HEADS	\$ 36.22
OFFICE SUPPLIES	DEKKO- INK CART, STAPLER,KLEENEX, TP	\$ 177.99
OFFICE SUPPLIES	LIQUOR- THERMAL ROLLS,CALCULATOR,COPIES,PAPER BAGS, PHONE CORD, MONITOR, LABELS	\$ 581.91
OLSON POOLS & SPAS	POOL REPAIR PUMP SEAL	\$ 273.00
PEMBERTON LAW	GENERAL LEGAL FEES- USDA RURAL DEV GRANT APPLICATION	

PETRO SERVE	PW FUEL	\$ 80.27
PETRO SERVE	POLICE FUEL	
PETRO SERVE	FIRE FUEL	
READITECH	IT	
RED RIVER PROMOTER	LIQUOR ADV- RRV AG MONTH	\$ 165.00
RMB ENVIR LAB	TESTING	\$ 40.00
SORENSEN ELECTRIC	PW- FIX MAIN LIFT POWER PROBLEM	\$ 106.00
SUPERMARKET FOODS	LIQUOR- JUICE, POP	\$ 65.00
WATER & LIGHT FUND	UTILITIES	\$ 29.70
WEX BANK	POLICE FUEL	\$ 9,951.17
TOTALS		\$ 49.94
		<b>\$ 17,932.46</b>

## APRIL 2022 LIST OF LICENSES

### **COIN OPERATED MACHINES:** Exp - 4/30/2022

ARC LANES, INC. - 6 Bowling Lanes  
WEST MAIN PIZZA - 3 coin machines  
MAIN STREET BAR - 4 coin machines  
~~OUTPOST DRIVE INN - 1 coin machine~~

### **SET-UP (CONSUMPTION) LIQUOR LICENSES:** Exp 4/01/2022

ARC LANES, INC.  
NORMAN COUNTY AGRI. SOCIETY - FAIR GROUNDS

### **ON-SALE LIQUOR LICENSES:** Exp 4/30/2022

TWISTED SISTERS AT PUB 21  
MAIN STREET BAR

### **ON-SALE 3.2 MALT LIQUOR LICENSES:** Exp 4/30/2022

ARC LANES, INC.

### **STRONG BEER & WINE LICENSES:** Exp 4/30/2022

WEST MAIN PIZZA  
NORMAN COUNTY AGRI. SOCIETY - FAIR GROUNDS

### **OFF-SALE LIQUOR LICENSES:** Exp 4/30/2022

ADA MUNICIPAL LIQUOR STORE

### **2AM LICENSES:**

To AGED

NORMAN COUNTY AGRI. SOCIETY- Exp 4/30/2022  
TWISTED SISTERS AT PUB 21- Exp 4/27/2022  
MAIN STREET BAR - Exp 10/23/2022

### **SUNDAY LICENSES:**

MAIN STREET BAR- Exp 4/30/2021  
TWISTED SISTERS AT PUB 21- Exp 4/30/2022

### **INSURANCE:**

TWISTED SISTERS AT PUB 21- Exp 1/01/2023  
ARC LANES, INC. - Exp 4/30/2023  
MAIN STREET BAR - Exp 10/21/22  
WEST MAIN PIZZA - Exp 2/16/23  
NORMAN COUNTY AGRI. SOCIETY- Exp 9/01/22  
ADA MUNICIPAL LIQUOR STORE - Exp 8/05/22



Cody's First Annual Softball Tournament  
Ada-Borup Baseball Fields  
Ada, MN  
June 4<sup>th</sup>, 2022

To Whom It May Concern;

Cody Holte was a Grand Forks Police Officer that tragically lost his life in the line of duty on May 27<sup>th</sup>, 2020. Cody put God, family, and his country above all else. "Don't let yesterday use up today," is the saying he lived by each day. His infectious smile, kind heart, outgoing personality, and competitive edge left an imprint on all he touched.

As a valuable member of our community, we are reaching out to see if you would like to be a monetary sponsor in Cody's Second Annual Softball Tournament on June 4<sup>th</sup>, 2022. Proceeds from the tournament will go toward the **Cody Holte Scholarship** which supports local student(s) who are majoring in Criminal Justice and/or enlisted in the military.

Below are the donation tiers for our event. Each donor will be recognized on t-shirts of players of the tournament and will also be available for purchase at the tournament.

Platinum - \$1,000 or more  
Gold - \$750 - \$999  
Silver - \$500 - \$749  
Bronze - \$50 - \$499

The **Cody Holte Scholarship** is a component fund of the Northwest Minnesota Foundation, a community foundation with the mission of *Building Better Lives* in northwest Minnesota. Donations can be made to **Cody Holte Scholarship** and sent to Northwest Minnesota Foundation – 201 3<sup>rd</sup> St. NW, Bemidji, MN 56601. You can also donate online at [www.nwmf.org](http://www.nwmf.org), under GIVE NOW. From there, it will prompt you to where you would like to direct your donation to. The **Cody Holte Scholarship** will be an option in the drop-down menu. Please be sure to have your donations made by April 17<sup>th</sup>, 2022 for your name to be included on the t-shirt.

We are also taking Silent Auction items for the event. Please reach out to [codyholtesoftballtournament@gmail.com](mailto:codyholtesoftballtournament@gmail.com) for information on forms and pick up/drop off availability.

We would like to thank you in advance for your generosity. Please do not hesitate to contact us at [codyholtesoftballtournament@gmail.com](mailto:codyholtesoftballtournament@gmail.com) with any questions.

Thank you,  
Family of Cody Holte



Please fill out this form for our records and for proper recognition of your generous donation/silent auction item(s) and mail to the address below by April 15<sup>th</sup>.

Company: \_\_\_\_\_

Monetary Amount: \_\_\_\_\_

*\*visit [www.nwmf.org](http://www.nwmf.org) under Give Now*

Item(s) for Silent Action:

\_\_\_\_\_

\_\_\_\_\_

Valued Amount: \_\_\_\_\_

Signature:

Date:

\_\_\_\_\_

**Mailing Address:**

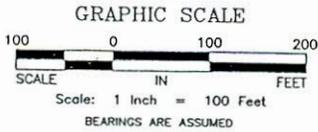
Cody's Softball Scholarship

PO Box 371

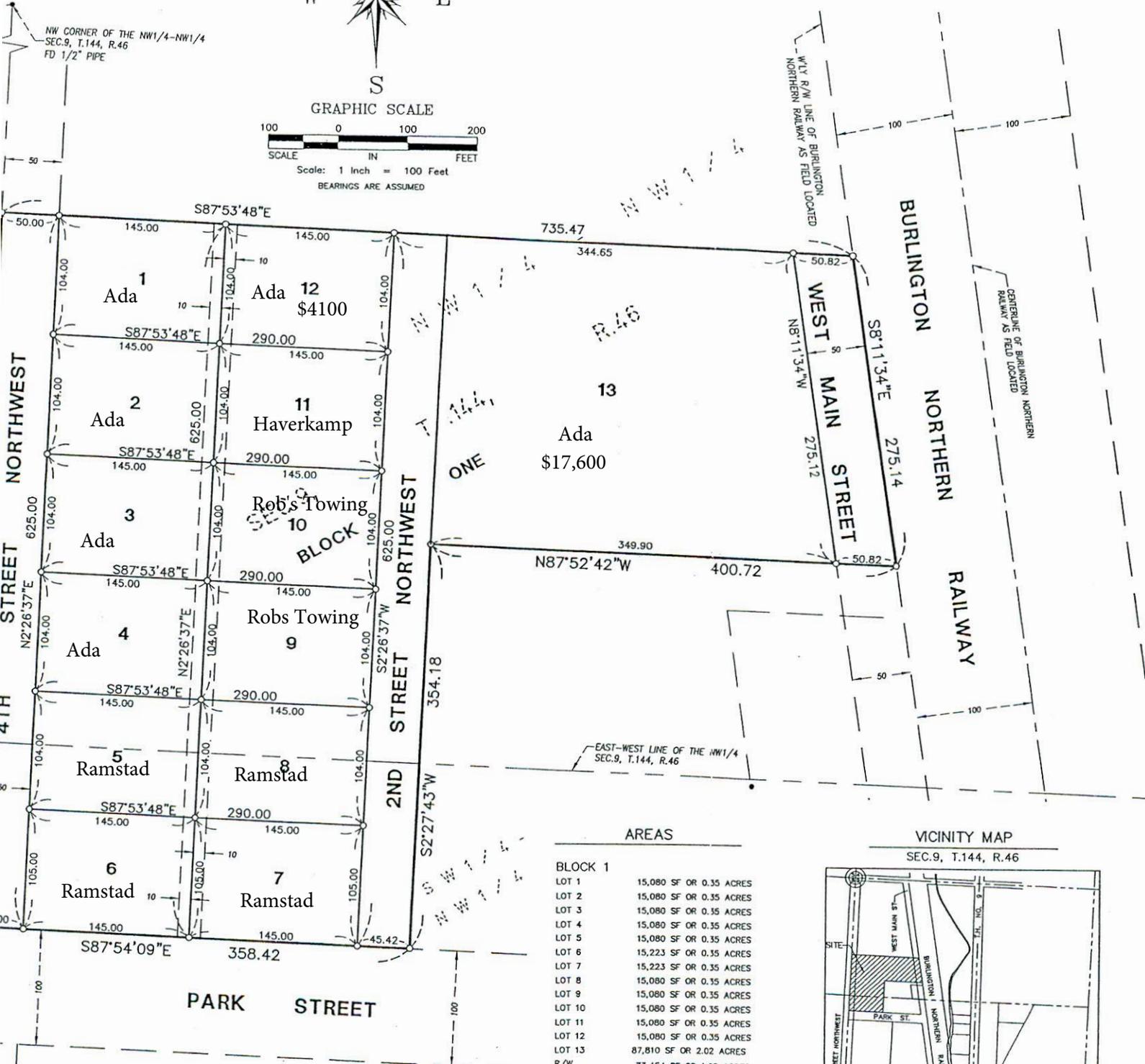
Halstad MN 56548

SURVEYOR  
 MOORE ENGINEERING, INC.  
 318 W. LINCOLN AVE.  
 FERGUS FALLS, MN 56537  
 (218) 998-4041

**NORTH INDUSTRIAL PARK ADDITION**  
 IN SECTION 9, TOWNSHIP 144, RANGE 46  
 MCDONALDSVILLE TOWNSHIP  
 NORMAN COUNTY, MINNESOTA



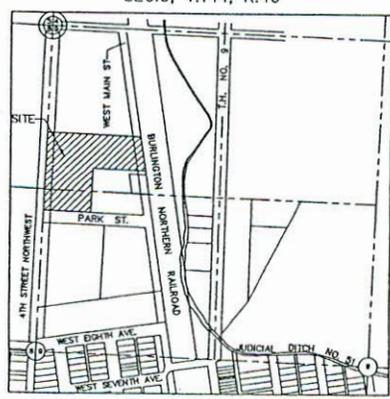
NW CORNER OF THE NW1/4-NW1/4  
 SEC.9, T.144, R.46  
 FD 1/2" PIPE



**AREAS**

BLOCK 1	
LOT 1	15,080 SF OR 0.35 ACRES
LOT 2	15,080 SF OR 0.35 ACRES
LOT 3	15,080 SF OR 0.35 ACRES
LOT 4	15,080 SF OR 0.35 ACRES
LOT 5	15,080 SF OR 0.35 ACRES
LOT 6	15,223 SF OR 0.35 ACRES
LOT 7	15,223 SF OR 0.35 ACRES
LOT 8	15,080 SF OR 0.35 ACRES
LOT 9	15,080 SF OR 0.35 ACRES
LOT 10	15,080 SF OR 0.35 ACRES
LOT 11	15,080 SF OR 0.35 ACRES
LOT 12	15,080 SF OR 0.35 ACRES
LOT 13	87,810 SF OR 2.02 ACRES
R/W	73,454 SF OR 1.68 ACRES
<b>TOTAL</b>	<b>342,510 SF OR 7.76 ACRES</b>

**VICINITY MAP**  
SEC.9, T.144, R.46

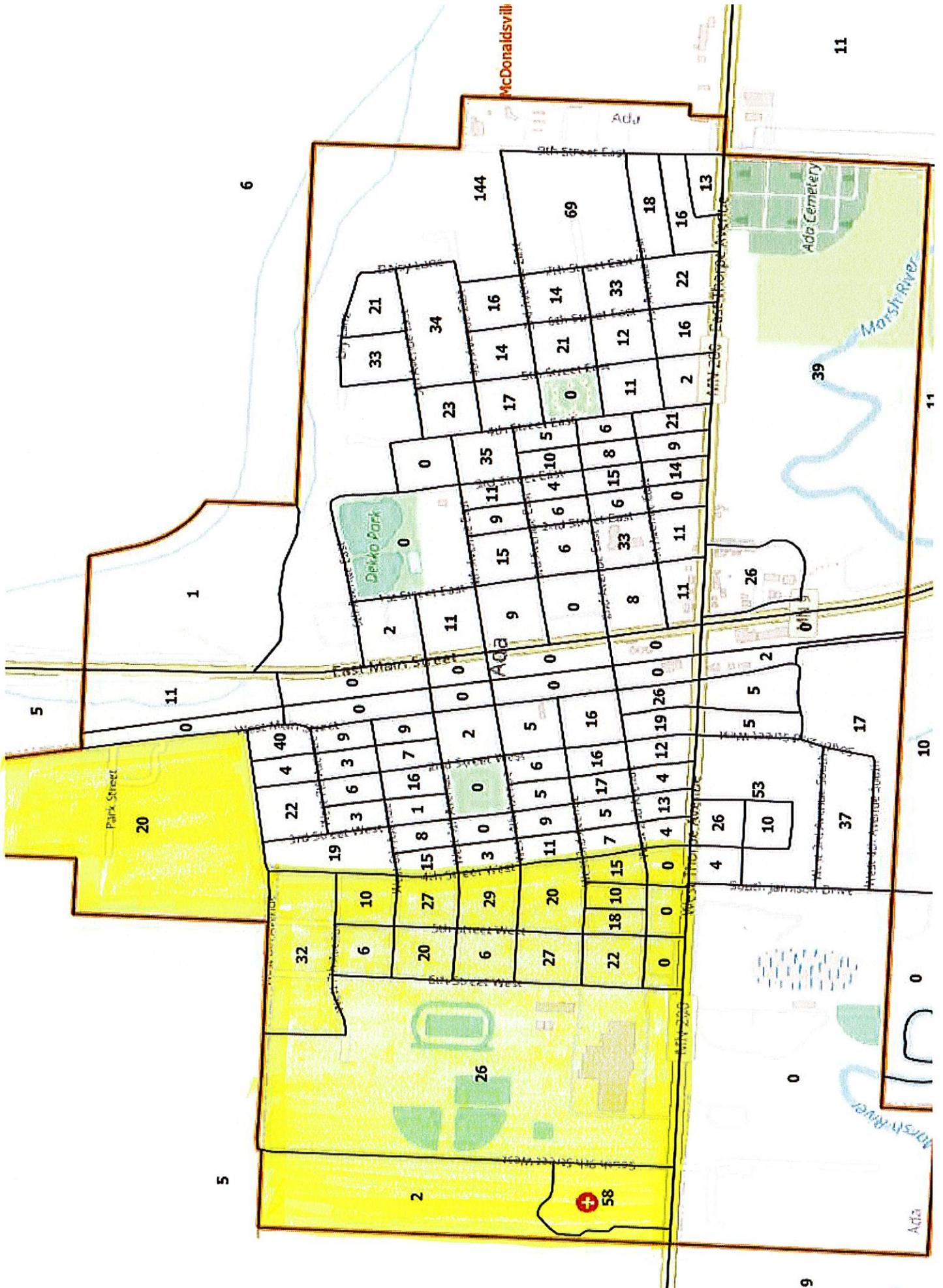


**LEGEND**

- = FOUND IRON MONUMENT
- = IRON ROD SET AND MARKED WITH LAND SURVEYOR NO. 40827.
- = DENOTES UTILITY EASEMENTS

ALL LOT CORNER MONUMENTS WILL BE SET  
 WITHIN ONE YEAR AFTER RECORDING.

NOT TO SCALE



McDonald's

11

6

5

1

11

Park Street

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22

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## City of Ada - EDA Minutes – March 31, 2022

**Roll call:** Members Present: Danielle, Rod, Jim, Kim and Crystal

Other attendees: Ashley and John

**Approval of Previous Meeting Minutes:** Motion to approve: Jim, 2<sup>nd</sup> Crystal

**Appointment of VP / Co-Chair:** Appointed Danielle; Motion to approve: Crystal, 2<sup>nd</sup> Jim

**Treasurer's Report:** See attached.

### Old Business:

- **AAPC:** Donation was made to Catch the Spirit. No other updates.
  
- **City:**
  - PT Office position not filled yet but is posted.
  - Request being made to appoint interim police chief to carry out certain duties required in the absence of current chief.
  - Dekko busy with swimming lessons, track team usages for conditioning, scuba lessons (pending enough interest)  
Cinco de Mayo event so far has brought in donations and interest. May 5, 2022 at Event Center it will be held.
  
- **NCEDA:**
  - Working on marketing for the county.
  - Making request that at large members be able to be on the committee rather than from specific areas.
  - Donation made to the bus event being put on by Halstad EDA

### New Business:

- **Halstad EDA Visit:** Emily of the Halstad EDA presented the group with information on an upcoming open door bus tour to highlight the west side of the county and what each community has to offer. Will be held in August. Looking for help for planning and recruiting for the event.
  
- **Revolving Loan Fund Application Request:** Will Kroshus of Thrive Massage had submitted a request for a loan of \$20,000. Approved by committee.

Angie Nelson of Ada Jane Boutique is requesting additional funds. She was given the remaining loan fund balance as her loan last year and is requesting the additional \$5,000. Motion to approve: Jim, 2<sup>nd</sup> Crystal

Brooke Bueng of Escape Salon requested funding of \$30,000. Business plan, etc. received. Building she's purchasing to be used as collateral. Motion to approve: Jim, 2<sup>nd</sup> Rod

Updates on current loans were given to the committee.

- **Demo App:** Bryan Fetting requesting \$9000 to tear down building in Ada. Committee is requesting a quote for demo be provided before approval.
- **North Industrial Park Lot Sale:** City has been contacted by a new family moving here who is interested in purchasing a couple of lots in the north industrial park. Their interest is currently in two lots with the intent of potentially more in the future. Committee discussed and Ashley will discuss with them the option of purchasing all lots rather than just two to see if there is any interest.
- **MinnKota Power Update:** MinnKota Power and Red River Cooperative are working on a project. Matt from MinnKota Power had presented to the group last year. Ashley and Jim will be spearheading discussions and meetings on behalf of the EDA at this time and updating the group as needed.
- **KRJB “Did you Know” Contract:** \$675 will be taken from AAPC funds. Motion to approve: Crystal, 2<sup>nd</sup> Rod; Jim abstained.

**NEXT MEETING DATE:** April 28, 2022, at 7:00 a.m. – Event Center Meeting Room

**ADJOURNMENT:** Motion to adjourn made by Jim, 2<sup>nd</sup> by Rod

## MINUTES OF THE PUBLIC WORKS BOARD MEETING

March 28, 2022

**Members present:** Shawn Roux, Lowell Thompson, Bob Ramstad, Pete Fetting, Bruce Visser

Also present: Brian Rasmusson

**Members Absent:** Casey Krieger

**Call meeting to order. 5:30 pm**

**Approve minutes:** Motion: Thompson second: Visser All in favor, motion passed.

**Items added to agenda:** Mowing bid discussion, sump pumps

**Approve agenda:** Motion: Thompson, Second Visser. All in favor, motion passed

**Old business:**

**Water:** None

**Sewer:** None

**Electric:** None

**Street:** None

**Other:** None

**New business:**

**Water: GIS Locating:** Brian told the board that we are going to start using GIS to pin point locations of water gate valve, curb stops, manholes, pad mount transformers, electrical junction boxes. The biggest reason for this is all curb stops are documented under the home owner's last name instead of address so we thought that it would be beneficial to locate them with GIS so they are on our electronic map. **No Action Taken, Info. Only**

**Sewer: Sanitary sewer rehab project update:** Brian informed the board the Moore Engineering had been here to take survey shots of all the manholes that are a part of the rehab project. They wanted to get depth, sizes of pipe and condition of the manholes, all of the time they spent doing this will be charged to the project once it begins. **No Action Taken, Info. Only**

**Sump Pumps:** Lowell asked when all sump pumps needed to be discharging outside instead of into the sanitary sewer. Brian said it is April 1<sup>st</sup> (weather permitting) and we will put something on Facebook, The Index and he will talk about it the next time he is on the radio. **No Action Taken, Info. Only**

**Electric: Summer Projects:** Brian said that he is going to continue installing underground wire and pad mount transformers in areas that it is hard to get the bucket truck into, there are a few project that are going to be worked on this summer. **No Action Taken, Info. Only**

**Street: Mowing bids:** Brian said that this is now going to be part of Parks and Rec. and that Brianna was willing to take this task on. Brian said that he will help Brianna with any questions that she has but is confident that she will do just fine. **No Action Taken, Info. Only**

**Other: Next meeting:** April 25, 2022, @ Ada Public Works Department 5:30 PM

**Adjourn meeting:** Motion to adjourn by Ramstad, Second by Thompson all in favor, motion adjourned at 6:05 pm