

**City of Ada**  
**Minutes of the City Council Special Meeting**  
**August 6, 2018 – 6:00 p.m.**  
**City Hall**

**Members present:** Members: John Rosenberger, John Hintz, Josh Mathsen, Crystal Stene and Mike Nelson. Absent Tom Opheim and Jacob Kroshus

**Others present:** Doug Marcussen Mark Askelson, Mayor Sawrey and others.

**I. Citizen Forum** – No one came forward

**II. Consent Agenda:**

- A. July 10, 2018 Council Meeting Minutes
- B. Accounts Payable amounts \$32,969.05
- C. City pre-paid checks amounted to \$392,606.10
- D. One Day Liquor License for Rib-Fest for Baseline Bar and Pub 21 September 8, 2018

**III. Approve Agenda** –

**Motion by Member Rosenberger, second by Member Stene to accept the Agenda.**

**Members voting for: Hintz, Rosenberger, Mathsen, Nelson and Stene. Against: None.**

**Motion passed.**

**Presentations with possible discussion and decision:**

A. Moore Engineering Update

Tyson Hajicek of Moore Engineering brought to council an estimate with regards to the water and sewer design for the Park Street and North Industrial Park to be extended to the northern most part of the park. Mr. Hajicek suggested that the 2<sup>nd</sup> Street aggregate road be extended at a minor additional charge as compared to doing it later. This work could be completed this year if the City were to pay for the project vs. having it bonded. The amount presented was \$145,000.00. This represents an estimate with a built in cushion to account for the extension of the road to the far north (Lot 12), as explained by Mr. Hajicek.

**Motion by Member Rosenberger, second by Member Opheim to approve up to \$145,000.00 to drop sewer and water lines along N 2<sup>nd</sup> Street in the North Industrial Park with a 12” thick aggregate road. Members voting for: Hintz, Rosenberger, Nelson, Mathsen and Stene. Against: None. Motion passed.**

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

### **A. Mayor's report**

- 1 Liquor Store Design Committee Update
- 2 City Administrator Search Update
- 3 Special Session August 13, 2018
- 4 Blight Issues

Member Hintz and Member Stene, representing the Liquor Store Design Committee, updated council regarding the progress on the Off-Sale redesign. Member Hintz stated that they have received estimates and have come up with a budget for the re-design. A layout of the design was presented as well as a budget in the amount of \$94,000.00. Hintz and Stene went into detail what the layout would look like with a draft design to be presented to council at their next special meeting. There was an original estimate for the remodel of over \$130,000.00, so this was significantly lower than was originally thought. Discussion continued as to where the committee should proceed with a floor design and signage.

**Motion by Member Mathsen, second by Member Nelson to approve accepting the budget for the Liquor Store Off-Sale re-design at \$93,000.00. Members voting for: Hintz, Rosenberger, Nelson, Mathsen and Stene. Against: None. Motion passed.**

Mayor Sawrey updated council regarding the continued process of hiring a new city administrator. The hiring firm, headed by Dr. Fursman, will be present at the next special session, August 13<sup>th</sup>, 2018 to narrow down the number of candidates to five.

Mayor Sawrey brought to council his concern about blight in the City of Ada. His concern was that certain properties aren't getting addressed and if they are there is little enforcement. Part of the reason for the lack of enforcement is with the court system.

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

#### **1) Department Updates**

Interim Administrator Marcussen updated council that the different departments within the City of Ada are running along smoothly. He is working with the Police Department and Public Works on the blight issues. A new part time officer is supposed to be coming on board in the near future which is supposed to cut down on overtime hours put in by the current force. The Dekko Center is waiting for a water heater to be able to fix the hot tub. Ashley is working hard on activities that will be happening in the near future.

**2) Dekko Center spa heater purchase**

Interim Administrator Marcussen updated council regarding the hot tub at the Dekko Center. He stated that the boiler was being replaced and was hoping that this and fixing a few other areas in and around the hot tub, would solve the problems associated with the hot tub. The cost for replacement was around \$2,200.00. The monies used to pay for this repair was coming from the Dekko Foundation dollars set aside for major repairs to the Center.

**3) Public Works stump grinder purchase**

Interim Administrator Marcussen brought a request to council to purchase a stump grinder attachment to the skid steer that was recently purchased. The reason for the purchase was to be able to save money doing the grinding ourselves and the convenience to do the grinding when tree stumps were ready to be ground instead of waiting for an independent stump grinder. The average cost per year for stump grinding has been over \$2,500.

**Motion by Member Hintz, second by Member Mathsen to approve the purchase of a new stump grinder for \$6,800.00. Members voting for: Hintz, Rosenberger, Nelson, Mathsen and Stene. Against: None Motion passed.**

**4) Budget Update**

Interim Administrator Marcussen requested to have a special session to discuss the budget before the September 4, 2018 regular meeting.

**IX Old Business**

**A. Resolution 2018-08-01 Authorizing the sale of parcels of land in the City of Ada.**

This resolution is for the sale of land to Mark and GERALYN Klevgaard for parcels 11 and half of parcel 10 in the Rage addition for \$15,000.00 plus special assessments.

**Motion by Member Hintz, second by Member Rosenberger to approve Resolution 2018-08-01 Authorizing the sale of parcels of land in the City of Ada . By roll call vote: Members voting for: Hintz, Rosenberger, Nelson, Mathsen and Stene. Against: None. Motion passed.**

## VI New Business

### A. Kaleidoscope guests.

August; Hintz\Kroshus

### B. League of MN Cities – Liability Coverage

A recommendation from Don Merkens, of the Kappes Leiran Agency, to max our liability coverage for the Cities insurance to \$1,500,000. This is the average liability coverage for most small cities and it will save on the cost of premiums.

**Motion by Member Stene, second by Member Rosenberger to approve setting the City of Ada's liability coverage to \$1,500,000.00. Members voting for: Hintz, Rosenberger, Nelson, Mathsen and Stene. Against: None. Motion passed**

### C. Baseline Sports Bar 2:00AM Liquor License Application.

Interim Administrator Marcussen brought to council an application by Baseline Sports Bar to request a 2:00Am close vs. their current 1:00AM close. It was further discussed that enforcement of our liquor establishments follow their license rules, and that they be monitored by local law enforcement close to closing time.

**Motion by Member Hintz, second by Member Mathsen to approve the 2:00AM liquor license for Baseline Sports Bar. Members Voting for: Hintz, Mathsen, Stene, Nelson and Rosenberger. Against: NONE Motion passed**

### D. Gambling Funds request for \$200.00 from the Ada-Borup School for back pack reflectors (LED) as a safety program for kids.

Interim Administrator Marcussen brought forth a request for \$200.00 as part of a \$1,200.00 program from the Ada Borup School system to provide kids with back pack reflectors to make them more noticeable in and around bus stops and walking to school..

**Motion by Member Hintz, second by Member Stene to approve the request for \$200.00 from the Gambling Fund for a safety program from the Ada Borup Schools. Members for: Hintz, Nelson, Mathsen, Rosenberger, and Stene. Against: None. Motion passed**

**E. Resolution 2018-08-02 Authorizing official signatures on City of Ada Investments and Bank Accounts**

This is to add Interim Administrator Marcussen to certain bank account access.

**Motion by Member Hintz, second by Member Rosenberger to approve Resolution 2018-08-02 Authorizing official signatures on City of Ada Investments and Bank Accounts. By Roll Call Vote: Members for: Hintz, Nelson, Mathsen, Rosenberger, and Stene. Against: None. Motion passed**

**F. Resolution 2018-08-03 Approving the Minnesota Municipal Utilities Association and the City of Ada Joint Powers Agreement on behalf of the Public Works Department.**

This is to join the MMUA and give the City of Ada the ability to be reimbursed by FEMA if and when assisting other cities in a disaster area.

**Motion by Member Hintz, second by Member Rosenberger to approve Resolution 2018-08-03 Approving the Minnesota Municipal Utilities Association and the City of Ada Joint Powers Agreement on behalf of the Public Works Department. By Roll Call Vote: Members for: Hintz, Nelson, Mathsen, Rosenberger, and Stene. Against: None. Motion passed**

**VII Adjournment**

**Motion by Member Rosenberger at 7:10 p.m., second by Member Mathsen to adjourn the meeting. Members for: Hintz, Nelson, Mathsen, Rosenberger, and Stene Against: None. Motion passed**

**Respectfully submitted,**

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**Todd Sawrey, Mayor**

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**Douglas Marcussen, Interim City  
Administrator/Clerk/Treasurer**