

City of Ada
Meeting of the City Council
Wednesday August 3, 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, except for referral to staff or commission for future report.*

- V. Consent Agenda** – *These items are 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.** June 2022 Council Meeting minutes
 - B.** City Pre-paid checks in the amount of \$
 - C.** City Accounts payables in the amount of \$

- 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
 - 2) Special Session- Budget Planning 2023
 - 3) Recognition of Representative Paul Marquart

 - A.** Administrator / Clerk / Treasurer Report.
 - 1) Department Updates
 - 2) Administrator Maternity Leave and upcoming projects for 2022
 - a) 2023 Budget- August/September
 - b) Audit Review - September
 - c) Home Rehab Grant - latest update is awarded in September
 - d) Finalize union Negotiations- August/November
 - e) Main Street Bar Contract Renewal. (3 year lease)- October
 - f) Elections - November
 - g) Red River Coop Contract Renewal - November/December

X. Old Business

A. Resolution 2022-08-02 Land Sale Tower Addition

XI. New Business

A. Kaleidoscope Guests, August - Crystal/Shawn

B. Memorandum of Agreement Between the City of Ada and Teamsters
Local 320

C. Land Sale- Ada Cemetery Offer

D. Resolution 2022-08-01 Land Sale Cemetery

E. Resolution 2022-08-03 Election Judge Appointment

F. Committee Updates.

- Public Works
- Public Safety
- Beautification
- EDA

XII. Adjournment

**MEMORANDUM OF AGREEMENT BETWEEN
THE CITY OF ADA
AND
TEAMSTERS LOCAL 320**

This Memorandum of Agreement is entered into between the City of Ada, Minnesota (hereafter EMPLOYER) and Teamsters No. 320 who represent the Police Officers Bargaining Unit (hereafter UNION)

WHEREAS, the Employer and Union are parties to a collective bargaining agreement which expires on December 31, 2022;
and

WHEREAS, the City and Union have agreed that there shall be a new pay scale for Police Officers,

NOW, THEREFORE, the parties hereto executed this MEMORANDUM of AGREEMENT as follows:

1. The Police Officers pay scale for Years 2022-2023, 2024, and 2025 shall be the following;

STEP	7-1-2022	1-1-2024	1-1-2025
	2022 - 2023	2024 (3.3%)	2025 (3.3%)
HIRE	\$25.00	\$25.82	\$26.67
STEP 1-6 MONTH ANNIVERSARY DATE	\$26.75	\$27.63	\$28.54
STEP 2-1YEAR ANNIVERSARY DATE	\$28.50	\$29.44	\$30.41
STEP 3-2 YEAR ANNIVERSARY DATE	\$30.25	\$31.25	\$32.28
STEP 4-3 YEAR ANNIVERSARY DATE	\$32.00	\$33.06	\$34.15

2. This Memorandum of Agreement represents the complete and total agreement between the parties.

IN WITNESS WHEREOF, the parties hereto have executed this ___ day of _____ 2022.

THE CITY OF ADA

TEAMSTERS LOCAL NO. 320

Asley Larson
City Administrator

Roger Meunier
Business Agent

Steve Hager
Steward

Fredrikson-Ganje

FUNERAL HOMES

ADA 218.784.4600 • HALSTAD 218.456.2000

700 East Thorpe Avenue, Ada, MN 56510
www.fredriksonfh.com • fredrik@loretel.net



Erikson-Vik-Ganje

FUNERAL HOMES

218.945.6141 FERTILE

203 Albert Avenue East, Fertile, MN 56540
erikvik@gvtel.com • www.eriksonvikfh.com

Proposal to The City of Ada

Ganje, Inc. DBA Fredrikson-Ganje Funeral Homes desires to expand their property for the purpose of additional parking and future construction of a building.

This expansion would include the purchase of existing City of Ada Cemetery property. The parking lot expansion to the east would require an additional 6 feet of cemetery property just west of the existing Veterans Memorial, Information Gazebo, and the Mausoleum. The south expansion would include the bordering property and lots in the 2nd Addition in Block 14 (lots 1, 2, 3, 6, 7, 8, 9, 10, 11, 14, 15, 16) and Block 1 (lots 1, 2, 3, 6, 7, 8, 9, 10, 11, 14, 15, 16)

1. The Purchaser will accept the property in its current condition without any further work, repairs, or improvements.
2. The Purchaser would prefer to take position of the property on August 20, 2022 or before.
3. The Purchaser will offer the sale price of \$10,000.00 for this property.
4. Reasonable contract or deed transfer expenses will be paid by the purchaser.
5. Purchaser intends to construct an attractive matching fence and landscaping on south side of property.



Michael A. Ganje, President

7-6-22

Date

We recognize a life lived by celebrating the memory of your loved one.

WEST

FREDRIKSON-GANJE FUNERAL HOME

SOUTH

CURRENT PARKING LOT PROPERTY

124
FEET
EAST TO
WEST

PROPOSED
EXPANTION
OF PROP-
ERTY
TO THE
SOUTH

46 FEET
NORTH TO
SOUTH

PROPOSED 6FT. EXPANTION OF PARKING LOT TO EAST

EXIST-
ING
GRAVEL
PATH TO
CEME-
TERY

GREEN SPACE

M
E
M
O
R
I
A
L

GAZEBO

MAUSOLEUM
NICHES

WEST PAVED CEMETERY ROAD

EAST



S.



W



N.



Google Maps



Imagery ©2022 Maxar Technologies, Map data ©2022 20 ft

total
for all lots
\$18,000 if
sold



11

12

13

14

15

ADDITIONAL
ALTERS

N90°00'00"E
125.00'

N00°01'10"W
140.00'

17.9
17.9
17.9

3	2	1	4	3	2	1	4	3	2	1	4	3	2	1
6	7	8	5	6	7	8	5	6	7	8	5	6	7	8
11	10	9	12	11	10	9	12	11	10	9	12	11	10	9
14	15	16	13	14	15	16	13	14	15	16	13	14	15	16

21'

3	2	1	4	3	2	1	4	3	2	1	4	3	2	1	
6	7	8	5	6	7	8	5	6	7	8	5	6	7	8	
2	11	10	9	12	11	10	9	12	11	10	9	12	11	10	9
3	14	15	16	13	14	15	16	13	14	15	16	13	14	15	16

21'

4	3	2	1	4	3	2	1	4	3	2	1	4	3	2	1
5	6	7	8	5	6	7	8	5	6	7	8	5	6	7	8
12	11	10	9	12	11	10	9	12	11	10	9	12	11	10	9
13	14	15	16	13	14	15	16	13	14	15	16	13	14	15	16

21'

4	3	2	1	4	3	2	1
5	6	7	8	5	6	7	8
12	11	10	9	12	11	10	9
13	14	15	16	13	14	15	16

20'

4	3	2	1	4	3	2	1
5	6	7	8	5	6	7	8
12	11	10	9	12	11	10	9
13	14	15	16	13	14	15	16

20'

4	3	2	1	4	3	2	1
5	6	7	8	5	6	7	8
12	11	10	9	12	11	10	9
13	14	15	16	13	14	15	16

20'

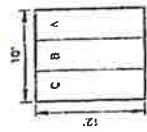
S01°01'10"E
258.63

S01°01'10"E
221.77

S01°01'10"E
221.77

BLOCK 1

C	B	A	C	B	A	C	B	A	C	B	A	C	B	A	C	B	A
4																	
C	B	A	C	B	A	C	B	A	C	B	A	C	B	A	C	B	A
5																	
C	B	A	C	B	A	C	B	A	C	B	A	C	B	A	C	B	A
12																	
C	B	A	C	B	A	C	B	A	C	B	A	C	B	A	C	B	A
13																	
C	B	A	C	B	A	C	B	A	C	B	A	C	B	A	C	B	A



TYPICAL CEMETERY LOT

LOT OWNERS

LOT 1	A	B	C	LOT 9	A	B	C
LOT 2	A	B	C	LOT 10	A	B	C
LOT 3	A	B	C	LOT 11	A	B	C
LOT 4	A	B	C	LOT 12	A	B	C
LOT 5	A	B	C	LOT 13	A	B	C
LOT 6	A	B	C	LOT 14	A	B	C
LOT 7	A	B	C	LOT 15	A	B	C
LOT 8	A	B	C	LOT 16	A	B	C

BLOCK 1
 ADA CEMETERY 2nd ADDITION
 ADA, MINNESOTA

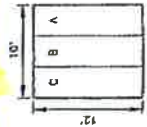
Prepared by HOUSTON ENGINEERING, INC.
 P.O. BOX 5554
 FARGO, NORTH DAKOTA 58105
 PHONE (701) 281-5554 FAX (701) 281-5551

DATE: 11/15/11
 SHEET: 2 OF 22

No.	Revision	Date	By

BLOCK 14

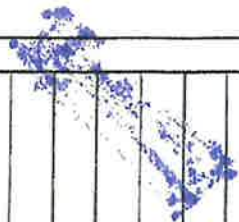
C	B	A	C	B	A	C	B	A	C	B	A	C	B	A	C	B	A
4																	
5																	
12																	
13																	



TYPICAL CEMETERY LOT

LOT OWNERS

LOT 1	A	LOT 9	A
	B		B
	C		C
LOT 2	A	LOT 10	A
	B		B
	C		C
LOT 3	A	LOT 11	A
	B		B
	C		C
LOT 4	A	LOT 12	A
	B		B
	C		C
LOT 5	A	LOT 13	A
	B		B
	C		C
LOT 6	A	LOT 14	A
	B		B
	C		C
LOT 7	A	LOT 15	A
	B		B
	C		C
LOT 8	A	LOT 16	A
	B		B
	C		C



BLOCK 14
ADA CEMETERY 2nd ADDITION
ADA, MINNESOTA

PREPARED BY: HENRY J. HENRY, INC.
DATE: 5-23-20

PROJECT NO.: 1931.11
SHEET NO.: 15 OF 22

HOUSTON ENGINEERING, INC.
P.O. BOX 5024
AMARO, NORTH DAKOTA 58005
PHONE: (701) 337-9955 FAX: (701) 337-9101

No.	Revision	Date	By

Beautification Committee Meeting Minutes July 13, 2022

Members in attendance... Mike Ganje, Mike Nelson, Josh Mathsen, Brianna Eggen, Debrah Mickelson, Pat Pfund.

East Side Park –

- Garden Tour July 28th – We thank the garden club for really working hard on the East Side Park. The City of Ada and Dekko Facebook pages will post the Garden Tour information. The Tour will start at East Side Park this year.
- The Crushed gravel/Rock path thru East Side Park is really getting weedy, Deb Mickelson brought up the idea of paving it or looking into Crushed asphalt. Mike Nelson will look at possibility of a soil sterilant. We will discuss and look into that as a possible project in the future.
- Book Box – Ava Larson’s 4H Project, Brianna will contact Melissa and Ava about placement of the book box that Ava built. As a committee we decided that we would like it to see it places in the Dekko Park as there have been more children playing over in that park. There are cameras in Dekko Park now also so we would be able to see if something happens to the box also.

Cemetery –

- Mike Ganje Proposal-
 - o Fredrickson Ganje Funeral Home would like to extend their parking lot with the possibility of putting a building onto the South Side of their existing building. (Please see attached Proposal)
 - o After meeting with Earl Visser, Brian Rasmusson, Ashley Larson, Brianna Eggen and Mike Ganje we determined that all lots in block 1 and block 14 are usable, with the exception of Block 1, Lots 1,2, and 3 (Covered in brush and trees) if the trees were removed in the future those would also be useable lots.
 - o These blocks are all in the Flat Stone Section of the Cemetery. The plots in this section are \$250.00 per plot (Which is approx 3 feet x 10 feet) there are 3 plots in each lot. Each Block that Mike is looking at purchasing is 36 Plots at \$250.00 each = \$9,000 for block 14 and 27 useable lots in block 1 with 3 unusable (at the moment) at \$250 each = \$6,750 for a total of \$15,750.00 in sellable plots.
 - o Approx... 12 to 15 burials each year at the Cemetery some years higher, some lower.
 - o The amount of plots left selling are in the flat and raised headstone sections left, we also have unusable lots for the levy and trees growing. On the West side of the Cemetery.
 - o The Beautification Committee saw 2 negatives while discussing
 - About \$5,750.00 in not selling graves.
 - Number of lots available for future graves.
 - o The committee decided to approve the proposal and move forward to the City Council for their final decision all members voting to approve sending forward.

RESOLUTION NO. 2022-08-01

**A RESOLUTION AUTHORIZING THE SALE OF
PARCELS OF LAND IN THE CITY OF ADA**

A Resolution authorizing the sale of the following described properties:

Block 14 (lots 1,2,3,6,7,8,9,10,11,14,15,16) and Block 1 (lots 1,2,3,6,7,8,9,10,11,14,15,16) in the 2nd Addition City of Ada Cemetery, Ada, Minnesota, County of Norman.

WHEREAS, the City of Ada is the owner of the above-described properties in the City of Ada, Norman County, Minnesota, and,

WHEREAS, Fredrickson- Ganje Funeral Homes desire to purchase said property from the City of Ada, for the sum of Ten thousand and no/100 (\$10,000 for the lot and other good and valuable consideration)

NOW, THEREFORE, BE IT HEREBY RESOLVED, That the City of Ada shall enter into a Purchase Agreement with Fredrickson- GanJe Funeral Homes in which the City agrees to sell the above-described properties in the City of Ada, Norman County, Minnesota for the price of Ten Thousand Dollars and no/100 (\$10,000.00) and other good and valuable consideration; and

BE IT FURTHER RESOLVED, That the Mayor of the City of Ada and the City Clerk are authorized to execute and deliver any documents necessary to effectuate said transfer.

Upon motion duly made by Councilmember, and seconded by Councilmember, and upon being put to a vote, the above Resolution carried by the following vote:

Ayes:

Nays:

Abstention:

Dated:

John Hintz, Mayor

ATTEST:

Ashley Larson, City Administrator

CITY OF ADA

**RESOLUTION 2022-08-03
APPOINTING ELECTION JUDGES FOR THE 2022
PRIMARY AND GENERAL ELECTION**

WHEREAS, the City of Ada will hold voting for the elections on Tuesday, August 9th for the Primary Election and Tuesday, November 8th General Election.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADA, MINNESOTA:

The following list of judges are qualified to serve at the 2022 Primary elections and General elections and are hereby appointed to serve at said election as scheduled by the Utility Billing/ AP Clerk

Luanne Visser – Head judge
Ted Aanenson
Amy Traut
Mary Ann Bell
Patty Johnson
Shelly Moteberg

City Election Administrator – Stephanie Knutson
Alternate Election Judges – Ann Merkens, Doug Marcussen, Stephanie Knutson

I CERTIFY THAT the above resolution was passed and adopted by the City Council of the City of Ada at a special meeting of the City Council on August 3, 2022 .

SIGNED:

WITNESSED:

John Hintz
Mayor

Attest: _____
Ashley Larson
City Administrator, Clerk/Treasurer

As signed this 3 day of August 2022