

**City of Ada**  
**Meeting of the City Council**  
**Tuesday, June 6, 2023 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.** May 2023 Council Meeting minutes
  - B.** City Pre–paid checks in the amount of \$388,031.67
  - C.** City Accounts payables in the amount of \$28,729.41
  
- 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) Pub 21 Street Permit – May 25,2023
  
  - B.** Administrator / Clerk / Treasurer Report.
    - 1) Department Updates
      - a. Liquor Store Cooler \$6498 (RLF remaining \$22,730.12 balance)
      - b. Dekko Center Pool Pit Repair and Replacement of Sand \$6777.75

**IX. Old Business**

**XII. New Business**

- A. Kaleidoscope Guests, June – Mike/Scott E. July – Casey/Josh August – Shawn/Kim September – Josh/Scott N.
- B. Ordinance 487 Responsible Beverage Server Training 1<sup>st</sup> Reading
- C. Ordinance 488 Service Charges for Excessive False Alarms 1<sup>st</sup> Reading
- D. Red River Vally Cooperative Operations and Maintenance Agreement Contract
- E. Resolution 2023-06-01 RLF Request
- F. Ada Summer Children’s Theater Production (gave \$100 – Asking for the full \$500)
- G. Norman County Fair Donation Request - \$500
- H. Dekko Center Donation Request - \$500 Inflatables
  
- I. Department Updates
  - A. Public Works
  - B. Public Safety
    - 1) Reserve Officer
  - C. EDA
  - D. Beautification

**XIII. Adjournment**

**City of Ada**  
**Meeting of the City Council**  
**Tuesday, May 2, 2023 6:00 P.M. – Council Chambers**

**Minutes**

**Call to Order**

**I. Pledge of Allegiance**

**II. Roll Call** Members Present – Erickson, Mathsen, Nordquist, Krieger and Lewis.

Members Absent – Nelson and Roux. Also Present – Administrator Larson, Mayor Hintz and members of the media.

**III. 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.*

**IV. 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. April 2023 Council Meeting minutes

B. City Pre-paid checks in the amount of \$350,427.08

C. City Accounts payables in the amount of \$30,236.31

**Member Krieger motioned and Member Mathsen seconded to approve the Consent Agenda as amended. All in Favor: Erickson, Mathsen, Nordquist, Krieger and Lewis. Against: NONE Motion passed.**

**V. 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 Krieger motioned and Member Mathsen seconded to approve the Consent Agenda as amended. All in Favor: Erickson, Mathsen, Nordquist, Krieger and Lewis. Against: NONE Motion passed.**

**VI. Presentations with possible discussion and decision.**

A. Ada-Borup-West Library Donation Request

Tabled and moved to the June monthly meeting.

## B. Norman County Public Health

### a. Responsible Beverage Server Training ordinance

Kim Myers and Kelsey Merkins presented to council a proposal to establish an RBST ordinance by the city to have staff trained in serving and selling alcohol. The training by the Norman Mahnomen Public Health department is funded by a grant. A request by Member Krieger to send the proposed ordinance to the city's attorney for review and then have a first reading at the next council meeting.

## C. Moore Engineering Update

Brandon Reber from Moore Engineering was present to discuss the ongoing sewer project and some additional repair work that is ongoing until about the middle of July. A change order for extra casting sealant that will help keep the manholes from sinking due to frost and freezing. The Public Works committee recommended approving the order. The amount is \$33,442.50.

**Member Mathsen motioned, and Member Krieger seconded to approve a change order from Selin Brothers to add extra casting sealant to prevent manholes from sinking. The change order is \$33,442.50 for 49 manholes. All in Favor: Erickson, Mathsen, Nordquist, Krieger and Lewis. Against: NONE Motion passed.**

Reber also needed a motion to approve payment on the sewer project in the amount of \$175,573.47.

**Member Lewis motioned and Member Mathsen seconded to approve the payment request order in the amount of \$175,573.47 on the current sewer project. All in Favor: Erickson, Mathsen, Nordquist, Krieger and Lewis. Against: NONE Motion passed.**

Reber needed another motion to approve paying the engineering costs to date on the sewer project in the amount of \$10,000.00.

**Member Mathsen motioned, and Member Krieger seconded to approve the payment request order in the amount of \$10,000.00 to Moore Engineering for engineering costs to date on the sewer project. All in Favor: Erickson, Mathsen, Nordquist, Krieger and Lewis. Against: NONE Motion passed.**

One last request for payment from Reber to Moore Engineering for assistance to complete the NPDS renewal for the city in the amount of \$2,937.50.

**Member Krieger motioned and Member Erickson seconded to approve the payment to Moore Engineering in the amount of \$2,937.50 for assisting in completing the NPDS renewal. All in Favor: Erickson, Mathsen, Nordquist, Krieger and Lewis. Against: NONE Motion passed.**

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

### **A. Mayors Report**

#### 1) Blight

Mayor Hintz wanted to address blight in the city and now that it is spring, blight is more noticeable.

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

#### 1) Department Updates

##### a. Dekko Center- Bike Rodeo

Administrator Larson started her report discussing blight as well and that the police department has issued citation already this year to numerous properties. Enforcement has been an issue in the past and Chief Hager is responding to enforce the ordinance. Larson also stated that the department has been busy being present at several city functions.

The Dekko Center has two new lifeguards, which is great! Manager Eggen will be busy getting the cemetery and city parks ready for the summer. Dekko Center activities, including the bike rodeo, are in full swing.

Larson gave kudos to the police department and public works for their flood watch and precautions taken this year.

#### 2) Clean Up Week Reminder

Administrator Larson reminded council and citizens that clean up week was happening the first week in May. A brochure was sent to citizens and has been put on the city website.

#### 3) Ada Event Center 5 Year Anniversary

Administrator Larson informed the council of the 5-year anniversary of the Ada Event Center. Some repair work will need to be done on items that were not part of the original renovation. A fundraiser may be planned to help fund these repairs. The front entrance is the biggest item that needs replacing.

## **VIII. Old Business**

## **XII. New Business**

### **A. Kaleidoscope Guests, May – Josh/Scott N.**

**B. Resolution 2023-05-01 RLF Application**

Mayor Hintz brought to council a Revolving Loan Fund request in the amount of \$20,000.00. The applicant has an existing RLF loan, and a requirement would be that this loan would pay off the previous loan and the remainder of the \$20,000.00 would go to the business applicant.

**Member Mathsen motioned, and Member Krieger seconded to approve Resolution 2023-05-01 a resolution approving a Revolving Loan Fund loan to a city of Ada business in the amount of \$20,000.00 with a contingency that the previous RLF loan be paid off. By roll call vote: All in Favor: Erickson, Mathsen, Nordquist, Krieger and Lewis. Against: NONE Motion passed.**

**C. Post Prom Donation Request- Ada Borup West School \$500**

**Member Mathsen motioned, and Member Erickson seconded to approve the donation request from the Ada Borup West Post Prom committee in the amount of \$500.00 for the 2023 After Prom party. All in Favor: Erickson, Mathsen, Nordquist, Krieger and Lewis. Against: NONE Motion passed.**

**D. Ada Summer Children's Theater Production \$100**

**Member Krieger motioned and Member Lewis seconded to approve the donation request from the Ada Summer Children's Theatre in the amount of \$100.00 for the 2023 theatre production. All in Favor: Erickson, Mathsen, Nordquist, Krieger and Lewis. Against: NONE Motion passed.**

**E. Benedictine Living Center donation request – Exquisite tables event fundraiser \$500.00**

**Member Krieger motioned and Member Erickson seconded to approve the donation request from the Benedictine Living Center in the amount of \$500.00 for the fundraiser (Exquisite Tables) for a new bus for the residents of the Center. All in Favor: Erickson, Mathsen, Nordquist, Krieger and Lewis. Against: NONE Motion passed.**

**F. Department Updates**

- A. Public Works-Member Krieger-loader purchase bids**
- B. Public Safety-Member Nordquist-tanker truck sale-quote for police cruiser Durango-grant from shock and awe for the youth academy.**
- C. EDA-Member Lewis-loan applications be in seven days before their meetings-follow up would take place 60 days after loan approval to review spending of loan monies.**
- D. Beautification-Member Mathsen-did not meet.**

### **XIII. Adjournment**

**Member Krieger motioned and Member Erickson seconded to approve adjourning the meeting at 6:46pm. All in Favor: Erickson, Mathsen, Nordquist, Krieger and Lewis. Against: NONE Motion passed.**

ACCOUNT PAYABLE - MAY 2023  
 REGULAR COUNCIL MEETING  
 Tuesday, June 6, 2023

\*Added or Revised Amounts

ACME TOOLS	PW- MOWER BLADE		\$ 239.94
ADA-FELTON COUNTRY STORE	PW FUEL		\$ 98.92
ALTEC INDUSTRIES	PW HYDRAULIC OIL		\$ 615.79
ARAMARK	LIQUOR- MATS, MOPS		
ARAMARK	PW MATS		\$ 215.04
ARAMARK	POLICE MATS		
ASSOCIATED POOL BUILDERS	POOL INSPECTION		\$ 446.00
AUTO VALUE	PW-GREASE, CARB CLEANER, SPARK PLUGS, FUEL FILTER, WIRE TIE		\$ 122.98
AUTO VALUE	POLICE- VINYL SHINE		\$ 10.99
BORDER STATES	METER PARTS		\$ 425.29
CINTAS	EC MATSMOPS		\$ 98.82
COCA-COLA BOTTLING	LQR POP		\$ 96.00
CUSTOM STRIPES	DEKKO AD SIGNS		\$ 320.00
INDEPTH INSPECTION	MAY BLDG PERMIT SERVICES		\$ 888.89
KRJB RADIO	CLERK- ANNUAL, SPRING SPORTS, DID YOU KNOW		
KRJB RADIO	DEKKO- ANNUAL CONTRACT,		
KRJB RADIO	EDA- DID YOU KNOW		
KRJB RADIO	LIQUOR- ADV,		
LEE BROS SALES	POLICE OIL		\$ 7.50
LOUIS J HAUGUE JR.	CITY FLAGS		\$ 728.98
MCCOLLUM HARDWARE, INC	PW-PROPANE TORCH, GRASS SEED, SUNSCREEN, TP, TRIMMER LINE, INFLATOR		\$ 573.89
MCCOLLUM HARDWARE, INC	FIRE- SAW BLADE		\$ 15.99
MCCOLLUM HARDWARE, INC	POLICE- STEP STOOL, TRASH BAGS		\$ 144.97
MCCOLLUM HARDWARE, INC	LIQUOR-TAPE, EXT CORDS		\$ 27.89
MCCOLLUM HARDWARE, INC	DEKKO- GLOVES, BICYCLES, TRASH BAGS, BATTERIES, BULBS, TIRE PATCH REPAIR, GAGE, TOTES, PT, FAN		\$ 560.47
MIDSTATES WIRELESS	FIRE- WARNING SIREN INSPECTION		\$ 500.00
NORMAN COUNTY ATTORNEY	APRIL LEGAL FEES		
NORMAN COUNTY AUDITOR	2023 ASSESSMENT		
NORMAN COUNTY AUDITOR/TREASURER	2023 HAZARDOUS MATERIAL COLLECTIONS		\$ 9,410.00
NORMAN COUNTY INDEX	PW DRINKING WATER REPORT		\$ 2,234.00
NORTHERN FIRE EQUIPMENT SERVICES	FIRE EXTINGUISHERS		\$ 406.00
OFFICE SUPPLIES	CH- PAPER, CEMETERY BINDING, KLEENEX, TAPE, CNTR PEN		\$ 144.36



OFFICE SUPPLIES	LIQUOR- TP,PT, TONER, MIDGEES,COMPRESSED AIR,CARDKLEEN	\$ 270.71
OFFICE SUPPLIES	EC-BATTERIES,WOOD CLEANER, DISH SOAP	\$ 97.24
OFFICE SUPPLIES	DEKKO- THERMAL TAPE, PENCILS, PT,TP,LABELS-BIKE RODEO	\$ 262.18
OFFICE SUPPLIES	PW- SHIPPING TESTS	\$ 267.32
OFFICE SUPPLIES	POLICE - BAGS,PORTABLE SSD	\$ 292.67
PMBERTON LAW	APRIL LEGAL FEES	\$ 461.50
PETRO SERVE	POLICE FUEL	\$ 181.89
PETRO SERVE	PW FUEL	\$ 161.29
RICHARDS OIL	PW- FUEL	\$ 5,145.22
RITEWAY BUS FORMS	UTILITY BILLING FORMS	
RMB ENV LAB	WATER/SEWER TESTS	\$ 298.39
SAFFIRE	6 MONTH IT	\$ 1,950.00
SIGNPRO	CEMETERY VETERANS BOARD NAMES	\$ 16.00
SUPERMARKET	LQR- JUICE, POP	
SUPERMARKET	BIKE RODEO WATER	\$ 19.96
WATER & LIGHT FUND	UTILITIES	\$ 877.15
WES TRUCK REPAIR	PW WATER STEM	\$ 5.00
WEX BANK	POLICE-MAY FUEL	\$ 90.18
TOTALS		<u>\$ 28,729.41</u>

# PRE-PAID CHECKS for MAY 2023

86467	AASLAND, GERRIE JO	5/3/23	\$121.29	LQR -MAY CELL PHONE, CARRY BAGS
86468	ADA FIRE DEPT RELIEF ASSN	5/3/23	\$22,421.18	2022 STATE AID
86469	ADA SUMMER CHILDRENS THEATRE	5/3/23	\$100.00	CONTRIBUTION
86470	ADA-BORUP-WEST HIGH SCHOOL	5/3/23	\$500.00	CONTRIBUTION
86471	BENEDICTINE LIVING COM OF ADA	5/3/23	\$500.00	CONTRIBUTION-EXQ TBL EVENT
86472	EGGEN, BRIANNA	5/3/23	\$50.00	DEKKO -MAY CELL PHONE
86473	HAGER, STEVE	5/3/23	\$50.00	PD -MAY CELL PHONE
86474	LARSON, ASHLEY	5/3/23	\$50.00	ADMIN -MAY CELL PHONE
86475	MOORE ENGINEERING, INC.	5/3/23	\$12,937.50	21721-SWR INFRASTRUCTURE IMP, 18244 NPDES PERMIT RENEWAL
86476	NORMAN CO. AUDITOR/TREASURER	5/3/23	\$2,686.40	2023 CONTRIBUTION- AIRPORT
86477	RASMUSSON, BRIAN	5/3/23	\$50.00	PW -MAY CELL PHONE
86478	READITECH SOLUTIONS	5/3/23	\$694.55	SWITCH TO NEW SECURITY
86479	SELLIN BROTHERS, INC.	5/3/23	\$175,573.47	21721-SWR 2023 INFRASTRUCTURE IMP
86480	ALTEC INDUSTRIES	5/9/23	\$896.10	PW- HYD LEAK REPAIR
86481	ARCTIC GLACIER	5/9/23	\$157.46	LQR ICE
86482	ARVIG ENTERPRISES	5/9/23	\$760.07	CH- MAY RENT
86483	BITKER, INC.	5/9/23	\$7,270.00	PW- TRACTOR RENTAL, TIRE REPAIR
86484	DEPT. OF ENERGY W A P A	5/9/23	\$27,373.32	APRIL ENERGY
86485	D-S BEVERAGES	5/9/23	\$2,780.10	BEER
86486	LEAGUE OF MN CITIES INS. TRUST	5/9/23	\$25,489.00	RECREATION -4TH QTR LIABILITY
86487	NORMAN CO. AUDITOR/TREASURER	5/9/23	\$1,137.36	2023 PROP TAX
86488	PETRO SERVE USA	5/9/23	\$588.83	FIRE, POLICE, PW FUEL
86489	RED RIVER VALLEY CO-OP POWER	5/9/23	\$8,655.06	MAY MNT, CONDUCTOR, UTILITIES
86490	RICHARDS OIL/PROPANE	5/9/23	\$378.26	PW FUEL
86491	STREICHER'S	5/9/23	\$421.92	POLICE PRACTICE AMMO
86492	VERIZON WIRELESS	5/9/23	\$174.37	POLICE CELL PHONE
86504	INFORMATION SYSTEMS CORP.	5/10/23	(\$795.00)	MICROFILM MNT
86527	BEVERAGE WHOLESALERS, INC	5/11/23	\$672.55	BEER
86528	DOXO, INC.	5/11/23	\$5,940.00	DOXO-ONLINE ANNUAL FEE
86529	D-S BEVERAGES	5/11/23	\$2,251.15	BEER
86530	GARDEN VALLEY TECHNOLOGIES	5/11/23	\$173.99	MAY IT, FIX BANYON ISSUE
86531	JOHNSON BROS WHLSE LIQUOR CO	5/11/23	\$172.93	WINE
86532	ROBERT KENNY	5/11/23	\$75.00	CEMETERY LOTS SOLD BACK TO CITY BLK15, LOT10-B,C,D
86533	NORTHERN STATES POWER CO.	5/11/23	\$769.00	APRIL DISTRIBUTION FAC CHR
86534	PEMBERTON, SORLIE, RUFER, KERSHNE	5/11/23	\$562.50	APRIL GENERAL LEGAL FEES
86535	R & J BROADCASTING INC	5/11/23	\$1,123.81	TAX ABATEMENT

86536	RUGGED DEPOT	5/11/23	\$763.19	POLICE- POCKETJET THERMAL PRINTER, CAR ADAPTER
86537	SOUTHERN GLAZERS OF MN	5/11/23	\$607.39	LIQUOR
86538	SUMMIT FIRE PROTECTION	5/11/23	\$448.00	DEKKO-SERVICE REPAIR
86539	XCEL/NORTHERN STATES POWER	5/11/23	\$45,007.59	APRIL ENERGY
86551	ACME TOOLS	5/15/23	\$57.07	PW PARTS
86552	ARVIG	5/15/23	\$1,755.78	MAY PHONE,INTERNET
86553	PAM GUNNERSON	5/15/23	\$200.00	REFUND EC RENT, DEPOSIT
86554	MN STATE COMMTECH. COLLEGE	5/15/23	\$2,550.00	FIRE- TRNING-MOORHEAD FIRE SCHOOL
86555	NORMAN CO. AUDITOR/TREASURER	5/15/23	\$300.00	LIQUOR 2023 PROP TAX
86556	VERIZON WIRELESS	5/15/23	\$94.10	PW CELL PHONE
86557	WORKFORCE DEV SOLUTIONS	5/15/23	\$3,075.00	FIRE APPARATUS DRIVING-EMT INSTR
86559	AASLAND, GERRIE JO	5/23/23	\$284.27	LIQUOR WINDOW SHADE
86560	ADA BODY SHOP & GLASS	5/23/23	\$425.00	POLICE REPAIR
86561	ADA JANE BOUTIQUE	5/23/23	\$150.19	DEPOSIT REFUND
86562	AL'S DISPOSAL, INC.	5/23/23	\$1,384.63	MARCH & APRIL FUEL SURCHARGE
86563	ARAMARK	5/23/23	\$376.28	PW, LIQUOR,POLICE- MATS,MOPS
86564	ARTISAN BEER COMPANY	5/23/23	\$86.10	BEER
86565	BEVERAGE WHOLESALERS, INC	5/23/23	\$652.00	BEER
86566	BREAKTHRU BEVERAGE	5/23/23	\$488.18	LIQUOR
86567	CARDMEMBER SERVICES	5/23/23	\$1,001.63	DEKKO- POOL MOTOR
86568	DEVOS, NEAL	5/23/23	\$169.04	LAWN MOWER #16,17 BELTS,BLADES
86569	D-S BEVERAGES	5/23/23	\$6,989.30	BEER
86570	JOHNSON BROS WHLSE LIQUOR CO	5/23/23	\$361.45	LIQUOR
86571	KELLY'S CHRYSLER CENTER, INC.	5/23/23	\$494.94	POLICE- REPLACE AXLE
86572	KNUTSON, STEPHANIE	5/23/23	\$25.23	EC BATTERIES
86573	MCKINNON CO., INC.	5/23/23	\$5,753.87	LIQUOR
86574	MN DEPT OF HEALTH	5/23/23	\$6,228.00	ANNUAL WATER TESTS
86575	MN ENERGY RESOURCES CORP.	5/23/23	\$2,312.34	APRIL UTILITIES
86576	PHILLIPS WINE & SPIRITS CO.	5/23/23	\$1,830.47	LIQUOR
86577	RELENTLESS DBA DESERT SNOW	5/23/23	\$649.00	POLICE- BRUCE C. INTERDICTION WORKSHOP
86578	SOUTHERN GLAZERS OF MN	5/23/23	\$440.56	LIQUOR
86595	U. S. POSTMASTER	5/30/23	\$308.90	MAY UTILITY BILLING POSTAGE

**\$388,031.67**

Apr-23 Interim Combined Statement of Cash and Investments

Fund	Cash Balance 3/31/2023	Investment Balance 3/31/2023	April Cash Debits	April Cash Credits	April Invest Debits	April Invest Credits	Balance 4/30/2023
General Fund	(261,599.09)	393,923.54	116,799.21	149,405.11			99,718.55
Special Revenue Funds:	0.00						0.00
TIF District 2-1 Redevelopment	0.00						0.00
TIF District 2-2 Housing	281,085.04						281,085.04
TIF District 2-3 Housing	48,116.40						48,116.40
Demolition\Blight Fund	7,844.66						7,844.66
(207) 2015 Revolving Loan Account	(27,367.21)		4,544.89	13,567.85			(16,263.57)
(208) Ada Economic Development Revolving Loan	(1,466.27)						(1,466.27)
Library	(33,303.90)	3,832.97	196.22	1,922.79			2,355.54
Community Center Maintenance Fund	(646,656.72)	40,566.63					(606,090.09)
Recreation Development Fund	42,315.76	722,532.13					764,847.89
Long Term Designated Capital	(259,908.89)	40,000.00	795.30				(259,113.59)
Public Works	(60,824.94)	501,218.71	109.63				(60,725.86)
Capital Project - Emergency Services Building	3,321.04	4,690.92					8,011.96
Capital Project - Lift Station / Force Main Project	(165,489.92)						(165,489.92)
Ada Event Center	0.00						0.00
Community Development Fund	(206,940.75)		3,065.00	4,541.00			(203,334.75)
Downtown Development District	106,512.00						106,512.00
Debt Service Funds:	30,372.43						30,372.43
2008 Lease Purchase Fire Hall	0.00						0.00
2003 G. O. Improvement Bonds (Street Project)	103,196.40						103,196.40
1999 G. O. Water / Sewer Rev Bonds	10,263.73	3,539.73					13,803.46
2000 G. O. Improvement Bonds	(35,509.00)						(35,509.00)
2020 G. O. Water Tower Improvement	0.00						0.00
2020 G. O. Lift Station Improvements	7,149.04						7,149.04
(513) 2023 Sewer Project	40,443.91						40,443.91
Enterprise Funds:	(107,000.00)						(107,000.00)
Water and Sewer Fund	0.00		285,214.79	178,214.79			463,429.58
Electric Utility	(138,983.44)	82,914.83	54,440.65	30,344.22			(130,164.94)
Long Term Designated Capital II	2,220,191.69	10,179.15	207,285.22	121,024.84			2,558,680.88
Liquor	174,112.16	635,737.31					809,849.47
<b>Total - All Funds</b>	<b>1,297,138.23</b>	<b>2,452,519.12</b>	<b>723,327.05</b>	<b>559,627.09</b>	<b>0.00</b>	<b>0.00</b>	<b>3,913,357.31</b>
Frandsen-General Checking							1,674,259.77
Frandsen Bank - Savings							1,070.51
Frandsen Bank - Money Market - General							-
Frandsen Bank - Money Market - LT Desig							-
Frandsen Bank - Fire Insurance Proceeds							-
Frandsen Bank - CD's							313,476.69
American Federal Bank CD (LT Desig Cap II)							-
BancWest Investment Services (LT Desig Cap II)							193,082.30
BancWest Investment Services (Maintenance Funds)	G607-10400						644,720.33
BancWest Investment Services (General)	G101-10400						654,218.92
BancWest Investment Services (LT Desig Cap)	G400-10400						300,684.90
							131,843.89
<b>Total Balances 4-30-2023</b>							<b>3,913,357.31</b>

# Norman County Heating & Cooling

Aaron Ambuehl, Owner Est. 1991  
 312 2nd Street West  
 Ada, MN 56510

# JOB INVOICE

9349

218-556-0349

TO ADA Liquor Store

PHONE	DATE OF ORDER <u>5/9/2023</u>
ORDER TAKEN BY	CUSTOMER'S ORDER NUMBER
<input type="checkbox"/> DAY WORK <input type="checkbox"/> CONTRACT <input type="checkbox"/> EXTRA	
JOB NAME/NUMBER	
JOB LOCATION	
JOB PHONE	STARTING DATE

TERMS:

ESTIMATE

QTY.	MATERIAL	PRICE	AMOUNT	DESCRIPTION OF WORK
> 1	True GDM-72-TSLO1 3 Door Merchandiser Width - 78 1/8 Depth - 29 7/8 Height - 78 5/8		8846.00	
1	Everest EMSGR 69B 3 Door Merchandiser Width - 72 7/8 Depth - 32 Height - 61 3/4		6198.00	
				OTHER CHARGES
				TOTAL OTHER
				LABOR
				HRS. RATE AMOUNT
				NO Labor
				NO TAX
				NO INSTALL
				- Note Depends on where unit comes from or shipped to Fargo - ADA ETC. ???
DATE COMPLETED		TOTAL MATERIALS		TOTAL LABOR
				TOTAL MATERIALS
				TOTAL OTHER

Work ordered by \_\_\_\_\_

Signature \_\_\_\_\_

I hereby acknowledge the satisfactory completion of the above described work.

Thank You

TAX

TOTAL



**ORDINANCE NO 487**

**AN ORDINANCE AMENDING CHAPTER 6, ARTICLE II, DIVISION 3 OF THE CITY CODE REQUIRING RESPONSIBLE BEVERAGE SERVER TRAINING (RBST).**

The City Council of the City of Ada hereby ordains as follows:

**SECTION 1. Amendment.** Section 6-97 is hereby added to Chapter 6, Article II, Division 3 of the Ada City Code:

Sec. 6-97. Responsible Beverage Server Training.

*Responsible Beverage Server Training Required.* Every person selling or serving alcohol in an establishment which has a 3.2 percent Malt Liquor License shall receive training regarding the selling or serving of alcohol to customers.

- a. All licensees, regardless of whether the licensee participates in the sale or service of alcohol at said licensed establishment, shall successfully complete the required training.
- b. Newly hired persons of a licensed establishment subject to the training requirement must complete the required training within 90 days after employment.
- c. Persons successfully completing the approved training will receive a training certificate card, which shall remain valid for one calendar year, and must be stored on file with the licensed establishment for the duration of the certification period.
- d. All persons subject to this training requirement must renew the training on an annual basis, provided that a grace period of 30 days shall be allowed from the time of certificate expiration until recertification.
- e. Licensee shall maintain and provide current proof of training certificates upon request for all persons subject to training.
- f. Training must be approved by the Minnesota Department of Public Safety Alcohol and Gambling Enforcement Division.
- g. Failure to comply with this requirement shall be a sufficient basis for denial, suspension, or non-renewal of any license.
- h. Compliance with this provision does not alleviate licensees or their managers or employees from civil or criminal penalties for violation of this Chapter.

**SECTION 2. Effective Date.** This ordinance becomes effective upon passage and publication.

Adopted by the City Council of the City of Ada, Minnesota this      day of     , 2023.

CITY OF ADA:

ATTEST:

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John Hintz  
Mayor

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Ashley Larson  
City Administrator



**ORDINANCE NO. 488**

**AN ORDINANCE ASSIGNING SERVICE CHARGES FOR EXCESSIVE FALSE ALARMS**

The City Council of the City of Ada hereby ordains that Chapter 32 of the Ada City Code is amended by adding Article III as follows:

**ARTICLE III. ALARM SYSTEMS**

**Sec. 32-38. Purpose.**

The City of Ada deems it necessary to regulate alarm systems to which the Police Department personnel are expected to respond to in order to protect public or private property. The purpose of this Article is to encourage alarm system users to maintain proper use of alarm systems and to reduce or eliminate the frequency of false alarms.

**Sec. 32-39. Definitions.**

When used in this Article, the following terms have the following meanings:

- A. “*Alarm Period*” means January 1 through December 31, calendar year.
- B. “*Alarm System*” means any device designed for the detection or prevention of unauthorized entry on the premises in effort to protect private or public property, and, when actuated, emits a sound or transmits a signal or message which causes the Police department to be alerted.
- C. “*Alarm User*” means any person who installed an alarm system that uses alarm answering services to notify Police for a Police response.
- D. “*False Alarm*” means the activation of an alarm system, which summons the Police Department for a response, caused by anything other than an emergency, criminal activity, or weather. The following circumstances, however, shall not constitute a False Alarm: (1) a False Alarm where the Person that owns the property cancels the alarm prior to Police arriving; or (2) a False Alarm caused by acts of nature, climatic conditions, or alarms occurring within the first thirty (30) days of installation of a new alarm system.

**Sec. 32-40. Service Charges For Excessive False Alarms.**

- A. Any Alarm User who maintains or has an alarm system which signals more than two (2) False Alarms in an alarm period, shall pay a service charge to the City of Ada as outlined herein. The amount of the service charge reflects a portion of the cost of the Police Department services provided in response to the False Alarm for property protection purposes.
- B. Alarm charges shall be cumulative and due within 30 days from the date of notice by the City to the Alarm User. Failure to pay the service charge within 30 days’ notice will cause the Alarm User to be considered delinquent and subject to a penalty of 10% of the service charge.
- C. In accordance with Chapter 8, Section 8.02 of the Ada City Charter, delinquent False Alarm

service charges shall be certified by the City Administrator and assessed against the property of the delinquent Alarm User.

**Sec. 32-41. Schedule of Payment Rates.**

The following service charges shall apply to False Alarms under this Article in an Alarm Period:

Number of False Alarms:	Amount of Service Charge:
0-2	No Charge
3-5	\$100 per False Alarm
6-7	\$300 per False Alarm
8+	\$500 per False Alarm

**Sec. 32-42. False Alarm Statement of Correction.**

After each False Alarm, the Alarm User shall fill out and return within five days a written statement of the correction action(s) the Alarm User has taken to prevent additional false alarms, and the source of the False Alarm.

**Sec. 32-43. Severability.**

If any section or provision of this ordinance is held invalid, such invalidity will not affect other sections or provisions that can be given force and effect without the invalidated section or provision.

**Sec. 32-44. Effective Date.**

This ordinance becomes effective upon passage and publication.

Adopted by the City Council of the City of Ada, Minnesota this [redacted] day of [redacted], 2023.

CITY OF ADA:

ATTEST:

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John Hintz  
Mayor

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Ashley Larson  
City Administrator

# **Operations, Maintenance and Outage Agreement between the City of Ada and Red River Valley Cooperative Power Association**

This Agreement, dated June 06, 2023, is between Red River Valley Cooperative Power Association (hereinafter referred to as Red River), a corporation organized and existing under and by virtue of the laws of the State of Minnesota and the City of Ada, Minnesota (hereinafter referred to as City).

## **Introduction**

The City distributes energy on its own electrical system. The City needs an entity to provide routine maintenance and outage restoration for its electrical system. Red River is a distribution electric cooperative providing electricity to 4,800 members in Clay, Norman and Polk counties. This agreement sets forth both parties' responsibilities and expectations of each other.

## **Term of agreement**

The term of the agreement is five years commencing on July 1, 2023 and ending on June 30, 2028. Any unused hours left over from the previous agreement will expire on June 30, 2023 and will not carry over to this agreement. Both parties agree the agreement may be cancelled by either party with 120 days written notice. In the year 2028, Red River and the City agree to renegotiate the monthly fee for services.

## **Services to be provided**

- 1) Red River will provide all routine maintenance and outage restoration to the City. Table A specifies these services.
- 2) Red River will provide operation engineering services as necessary to oversee the maintenance of the City's distribution system. Engineering consulting and outside consultants providing services not provided by Red River will bill the City directly.
- 3) Red River will provide 50 hours of labor, including standard equipment (trucks and vehicles) per month. Both the City and Red River agree that all work Red River performs for or at the request of the City will apply to the 50 hours of labor. These hours include all employees of Red River, not just line worker time.
- 4) Special equipment rented or needed and special services outside the scope of this agreement will be billed separately to the City. For example: if a contractor is used to bore under a road, or a crane is rented to lift a transformer, the City will be billed separately for those services. The City will be notified in advance if special equipment is required for new services or upgrades to the existing line.
- 5) In the case of emergencies such as a major storm or disaster (including events where Red River has widespread outages in its own territory), Red River reserves the right to contact other contractors for assistance in restoring power to the City. Those contractors will bill the City directly. As with special equipment, the City will be notified during emergencies if additional assistance is required from outside contractors.
- 6) Both Red River and the City agree that certain City employees (for example: maintenance employees or groundsman) may assist Red River's linemen, at Red River's discretion,

whenever possible for maintenance of its distribution lines and outage restoration. During normal business hours, Red River will contact the City's Electric Supervisor regarding any work to be completed so that the City and Red River may determine whether it is possible to use City employees for the work.

- 7) If possible, all maintenance work done on the City's distribution system will be scheduled during normal business hours.
- 8) The City agrees to maintain a map of its distribution system. The City also agrees to update its map annually, more frequently if there are major changes to the distribution system.

### **Service hours to be provided**

Red River will provide 50 hours of service to the City per month. Hours provided include, but not limited to, Red River's CEO, Engineer, Line Superintendent or Foreman, linemen and administrative personnel.

Hours unused from month to month can accrue up to a maximum of 120 hours of unused service time. If more hours are used than available at any given time, these "in the hole" hours will be carried over and applied against the available 50 hour-per-month balances in subsequent months until the balance returns to zero. If the City accumulates more than 30 "in the hole" hours, the City agrees to buy back hours at the rate stated in Table B to return the "in the hole" hours back to 30 hours. The rate per hour charged to the City to return the "in the hole" hours back to 30 will be calculated by taking the current total monthly fee on Table B and dividing by the amount of contracted hours per month per the contract (example \$8,000 monthly fee/50 hours = \$160 per hour; so if the City is 10 hours over then the buy back cost will be 10hrs X \$160 = \$1,600).

For maintenance or outage services, the hours applied to the agreement start when linemen are dispatched from Red River's office or dispatch service. Overtime hours created by outages after hours or by scheduled maintenance after normal working hours (7 a.m. to 3:30 p.m.) will be charged per Red River's agreement with its line workers union. This overtime is charged at 1.5X the hourly rate except Sundays or holidays when double-time (2X) rate of hours will apply.

For example: if an outage occurs after hours on a weeknight and two linemen spend three hours restoring power, a total of nine hours will be charged to the monthly allowance  $(3+3)*1.5=9$ .

Red River's union agreement also provides for at least eight hours of rest time when a linemen has been called out for four hours or more to restore service during the previous night. If this rest time runs into the next working day, the lineman is still paid his normal salary. In the event, Red River is affected by rest time as a result of a power outage on the City's system, Red River would apply that rest time to the City's 50 hours per month.

The City agrees to notify citizens that Red River will restore power during outages. Red River's toll-free number will be supplied to citizens, especially for after-hours and holiday dispatch. During normal working hours of the City, its citizens should call the City. However, they can call Red River directly as well. If Red River personnel are dispatched to an outage and it is a problem occurring on the citizen's secondary lines, those hours will be applied to this agreement.

### **Revision of hours to the agreement**

Red River and the City agree that the parties can revisit the number of hours requested by the City and either increase or decrease the hours as well as consider whether additional long-range planning from outside consultants are necessary. The fee charged to the City as outlined in Table B will be prorated and either increased or decreased depending on the hours requested. It is also agreed that the City will contact Red River for any adjustments of hours with a 30-day notice.

### **Inventory**

The parties agree that the City will maintain an agreed upon inventory supply at the City for any outages or maintenance to be done. Annually, Red River and the City will meet to discuss improvements, service upgrades or modifications to the City's distribution system. Materials needed for improvements, service upgrades or modifications may be ordered by Red River at the City's request and all inventory purchased will be billed directly to the City. If Red River uses materials it has on hand, the City will be billed for those materials used.

### **Employees**

Red River and its employees shall not be considered employees of the City for any purpose, nor shall the City and its employees be considered employees of Red River for any purpose. Each party is responsible for its own employees under this Agreement.

### **Insurance**

Red River shall be an independent contractor, and as such, it shall be the responsibility of Red River to provide its own insurance coverage. Red River shall take out and maintain the classes and amounts of insurance for comprehensive general liability, automobile liability, professional liability, and workers' compensation in conformance with generally accepted utility industry standards for utilities of the size and character of Red River and consistent with Prudent Utility Practices. Red River shall name the City on its comprehensive general liability policy as an additional insured. Upon request, Red River shall provide the City with a Certificates of Insurance acceptable to the City as evidence of the required insurance coverage. The City shall also maintain classes and amounts of insurance in conformance with generally accepted municipal industry standards for cities of the size and character of the City and consistent with Prudent Municipal Practices.

### **Indemnity**

Each party agrees to protect, indemnify, defend and hold harmless the other party and its officers, agents and employees from any and all claims, demands, suits, liability and expense (including attorneys' fees) directly or indirectly arising from negligent acts or omissions of the indemnifying party, its employees or agents. Each party shall be responsible for its own facilities and personnel used in the performance of this Agreement and neither party shall be responsible to the other for damage to or loss of property wherever located, unless such damage or loss is occasioned by its own negligence (or by the negligence of its employees or agents), in which

event the associated costs and expenses shall be borne by the negligent party. Under no circumstances, however, shall the City be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to the City. The limits of liability for some or all of the parties may not be added together to determine the maximum amount of liability for any party.

The intent of this subdivision is to impose on each party a limited duty to defend and indemnify the other party for claims arising directly or indirectly arising from negligent acts or omissions of the indemnifying party subject to the limits of liability under Minnesota Statutes Chapter 466, where applicable. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

### **Entire agreement**

This Agreement contains the entire understanding of the parties with respect to the matters contained herein and supersedes all other written and oral arguments between the parties with respect to such matters.

### **Modification**

Any modifications or amendments to this Agreement must be in writing and signed by both parties.

### **Assignment**

This Agreement is not assignable by either party without the prior written consent of the other.

### **Waiver**

Waiver by either party of any provision of this Agreement in one instance shall not constitute a waiver as to any other instance and shall not be deemed to be a waiver of any such right or operate to bar the exercise or enforcement thereof at any time or times thereafter.

### **Obligation to survive**

Notwithstanding the termination of this Agreement for any cause, the obligation of the parties regarding payment for services, costs and expense and the indemnity provision set out herein shall survive any such termination and shall bind the parties and their successors and assigns until they are satisfied or by their nature expire.

### **Governing law**

This Agreement is construed under the laws of Minnesota.

### **Validity**

If any provision or provisions of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

**City of Ada, Minnesota**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

**Red River Valley Cooperative Power Association**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

**Table A**

Annual line inspection services
Outage restoration, including re-fusing, re-sagging lines and fixing floaters
New service hookups
Street light maintenance/yard light replacement
Operational switching and load switching
Transformer replacement
Pole changeouts
New line construction
OCR breaker maintenance
Minor engineering services (not to include mapping, long-range planning or engineering typically done by consulting firms)
General overhead and underground line maintenance

**Table B**

<b>Effective date</b>	<b>Labor (month)</b>	<b>Fleet cost (month)</b>	<b>Total monthly fee</b>
July 1, 2023	\$4,400	\$3,600	\$8,000
July 1, 2024	\$4,600	\$3,700	\$8,300
July 1, 2025	\$4,800	\$3,800	\$8,600
July 1, 2026	\$4,900	\$3,900	\$8,800
July 1, 2027	\$5,200	\$4,100	\$9,300



**RESOLUTION NO. 2023-06-01**

**STATE OF MINNESOTA  
COUNTY OF NORMAN  
CITY OF ADA**

**RESOLUTION CERTIFYING GRANT AND LOAN REQUESTS FOR ADA  
ECONOMIC DEVELOPMENT ACTIVITIES**

**BE IT RESOLVED** by the City Council of the City of Ada, County of Norman, Minnesota, that the Economic Development Authority recommends an economic development loan for a business that will create jobs in the community. The loan is therefore contingent:

1. Upon the delivery of a business plan which addresses all applicable elements associated with Section 5 of the City of Ada Small Business RLF Program Application.

**AND**

2. Gap financing for the purchase of the facility and equipment **OR** a fully executed rental agreement for the facility and/ or Contract for Deed which will enable the City to leverage some type of assets (to include personal property) should the loan fail.

**Total Loan** **\$20,000**

The foregoing resolution was introduced by Council member \_\_\_\_\_ and seconded by Council member \_\_\_\_\_ who moved its adoption and vote on the acceptance was recorded as follows:

Ayes:

Nayes:

Abstentions:

The Mayor then declared this resolution passed this 6th day of June 2023 and the City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Norman County, Minnesota

Dated: June 6, 2023

\_\_\_\_\_  
John Hintz, Mayor

ATTEST:

\_\_\_\_\_  
Ashley Larson, City Administrator, Clerk-Treasurer



# Ada Police Department

## *Reserve Officer Handbook*

### MISSION STATEMENT

*To provide volunteer services for the Ada Police Department and the City of Ada. In addition, provide services to the Ada-Borup West School, and other community organizations, when the requests do not conflict with the commitments to the Police Department.*

### **Applicants must:**

- A. Be at least 21 years of age (Exceptions for LE students)
- B. Complete a City of Ada application.
- C. Pass an oral interview.
- D. Be in good physical condition.
- E. Have a clear criminal and driving record as determined by a background check.
- F. Be a citizen of the United States.
- G. Must be a resident of Ada.
- H. Have a valid driver's license.

### **Rules of Conduct, Expectations, Requirements, Etc.**

- A. Members are subject to all rules and regulations of the Ada Police Department, Reserve Program, and the City of Ada.
- B. During the first twelve months on the Reserve Unit, a member is considered to have "probationary status". Any failure to meet Reserve Unit expectations or violations of the Ada Police Department rules and regulations, as determined by the Chief of Police, may result in immediate dismissal from the Police Reserve.
- C. The Ada Police Reserve officer is a volunteer position without financial compensation.
- D. In regards to shift cancellation, each Reserve Officer is responsible to ensure his/her scheduled patrol, or other assigned activity is covered, and to notify the OIC (Officer in charge) within a reasonable timeframe.
- E. In evaluating the conduct of any Reserve Officer, the Chief of Police's decision is final.
- F. The Police Reserve officer will always abide by all rules advised by the Chief of Police and licensed peace officer(s).

# Ada Police Department

## *Reserve Officer Handbook*

- G. All Reserve Officer's must act with professionalism, integrity, and respect for everyone at all times.
- H. Reserve Officers are not Minnesota POST licensed peace officers and shall not make statements otherwise.
- I. Reserve Officer's must abide by all Minnesota traffic laws when operating police vehicles.
- J. Private information in any format heard or obtained must remain confidential and not shared to anyone.
- K. Any damage to equipment, police cars, or anything owned/provided by the Ada Police Department or City of Ada must be reported without delay.
- L. Reserve Officers reporting for duty shall be in proper uniform with approved equipment.
- M. Reserve Officers shall not conceal firearms, knives, or any weapon not provided by the Ada Police Department.
- N. No Reserve Officer shall report to duty if he/she is under the influence of intoxicating beverages, has consumed intoxicating beverages within the previous six hours, or taken/consumed medication, which could impede performance.
- O. Follow approved radio procedures.
- P. Reserve Officer's will make no traffic stops.
- Q. Reserve Officer's shall not respond using emergency lights and siren.

# Ada Police Department

## *Reserve Officer Handbook*

### ADA POLICE RESERVE RULES AND REGULATIONS

As a member of the Ada Police Reserve, I have received a copy of the reserve officer handbook governing the reserve unit.

I have read, understand, and agree, to the terms and conditions of being a member of the Ada Police Reserve and to conduct myself according to the principles and doctrines explained in this handbook.

Furthermore, I understand that my failure to meet the terms and conditions of performance/conduct may result in my removal from the Ada Police Reserves.

PRINTED NAME

SIGNATURE

DATE

**Public Safety Meeting Minutes**  
**TUESDAY APRIL 25<sup>th</sup>, 2023**  
**5:30 P.M.**  
**ADA EVENT CENTER**

**Members Present:** Steve Hager, Steve Petry, Barb Kesselberg, Chris Westcott, Scott Nordquist, Dean Knutson

Others: Kim Lewis

Absent Members: Shawn Roux, Erick Delong

Call Meeting to Order at 1743.

Approve Minutes from Last Meeting - so moved.

Approve Agenda and Additional Changes: All items added to the agenda.

**Fire Department Business**

**A. Misc. Updates:**

1. Steve P. spoke about options for the old tanker truck, Steve suggested the truck goes up for auction. The most amount for profit would come from online auction.

2. Steve P. clarified when speaking last meeting about training being reimbursed by the state he was referring to "tuition" was what was reimbursed.

**Ada Police Department Business**

**A. Misc. Updates:**

1. Steve H. presented the committee with a vehicle quote from Kellys on a state bid for a 2024 Dodge Durango. The vehicle came in at \$45,710. Lee Brothers did not get their bid in prior to the meeting. Discussion was had by the committee that it made more sense to purchase another Tahoe so that equipment could be swapped between the two vehicle. Vehicle purchase was tabled until Lee Brothers could submit a bid.

**B. New Business:**

1. Committee was advised of the PD being rewarded a \$1500 grant by Shock and Awe. The money will be used for hosting a Youth Police Academy.

Meeting was adjourned at 1816 Brab K, 2<sup>nd</sup> Dean K.

## City of Ada - EDA Minutes – June 1, 2023 (May Meeting)

**Roll call:** Members Present: Kim Lewis, Rodney McCollum, Danielle Brommenschenkel, Scott Erickson, and Jim Birkemeyer

Other attendees: Ashley Larson,

Absent:

### **Approval of Previous Meeting Minutes:**

**Treasurer's Report:** Current loan funds available: \$113,114.05. All other items in general fund are under budget. Reviewed RLF past due accounts.

### **Old Business:**

- **AAPC:**
  - EDA asking AAPC to sponsor a People's Choice award at the NC Fair.
- **City:**
  - Brief update on all departments. Update on blight homes,
- **NCEDA:**
  - No update

### **New Business:**

#### **Revolving Loan Fund Applications –**

\$20,000 Request from Thrive Massage. Motion by Danielle and seconded by Rodney to deny loan based on lack of information provided from applicant, use of proceeds does not follow RLF guidelines, and lack of financial information. All in favor of denying loan at this time. Motion passed. Applicant may apply again in the future.

\$30,000 Request from NCAS for Major improvements made to the fairgrounds. Collateral in the amount of \$24,000 was put forth. Motion by Rodney and seconded by Kim to approve loan request. All in favor. Abstain: Jim and Scott. Motion Passed.

#### **Store Front Applications-**

Request from Norsk Coffeehouse for the max amount of \$2500. Motion by Jim and seconded by Scott to approve application. All in favor. Motion Passed.

Request from Petry Insurance for the max amount of \$2500. Motion by Danielle to approve a partial amount of \$1003 and seconded by Rodney. All in favor. Motion Passed.

**NEXT MEETING DATE:** June 29, 2023 at 7:00am. – Event Center Meeting Room

**ADJOURNMENT**





still keep us within the project budget. **Motion: Thompson 2<sup>nd</sup>: Visser. All in favor, motion passed. Council Action Item**

**Electric: Underground electric wire purchase:** Brian had a quote for underground electric primary and secondary wire that we need to continue with our underground projects. **Motion: Visser, 2<sup>nd</sup>: Ramstad to purchase the wire from Boarder State in the amount of \$13,982.92. All in favor, Motion Passed. Council Action Item.**

**Street: Asphalt Paving:** Brian told the board that we have 6 areas in streets from water line repairs or replacement and some of them have been there for 2 years and we will get the best price now since there is a contractor going to be in town to pave the spot repairs from the sewer rehab. Project. **Motion: Visser, 2<sup>nd</sup>: Thompson to have Agassiz Asphalt pave these areas for the quote price of \$25,850.00. All in favor, motion passed. Council Action Item.**

**Other: Beaver Damns on South side of Ada:** Brian told the board that there is a lot of water being held back on the south side of town due to beaver damns upstream. Brian, Ashley and Todd Sawery attended a watershed meeting a few years back and didn't get any cooperation from them in the form of cost sharing and we didn't feel that it was something that affected only the City so we shouldn't have to pay for the entire solution for trapping beavers and removing beaver damns. Nothing got done at that time so Brian decided that we need to try to find a way of getting this done because it won't let our storm drains on the East side of town drain properly and is also a breeding ground for mosquitos. The board suggested going to talk with Tara Jenson at the watershed to see if she could help us find a solution to fix the problem and help with the cost of getting it done. **Information Only. No Action Taken.**

**Next meeting:** June 26,, 2023

**Adjourn meeting:** Motion to adjourn by Ramstad, Second by Visser all in favor, meeting adjourned at 6:55 pm