

**CITY OF FISHER  
MEETING MINUTES  
Monday, April 3, 2017  
Fisher School Library  
7:00pm**

**Council Members Present:** Laurie Anderson, Adam Wagner, Alissa Larson, Jennifer Dahlen, Wayne Schull  
**City Staff Present:** Amy Theis, Mike Theis, Ken Robinson, Delmar Peterson, Jeff Olson  
**Others:** Sean Ranum, NWRDC

1. Meeting was called to order by Mayor Dahlen at 7:00pm.
2. Additions/Corrections were made to the agenda.
3. Approve Minutes from March 6, 2017 meeting.  
*Anderson made a motion to approve the minutes from March 6, 2017. Wagner seconded the motion. Motion carried.*
4. Fisher Forum:
5. Public Works:
  - A. Electric pump will be here to clean pumps this month.
  - B. Robinson purchased some tools for the City.
  - C. Olson reported that upgrades to the lift station PLC are likely.
  - D. Ottertail has scheduled a planned outage April 4<sup>th</sup> from 4-5pm. This was asked to post this to Facebook and send an e-mail blast.
  - E. Community feedback for Robinson has all been positive.
  - F. Robinson asked about on-call pay. *Schull made a motion to pay Robinson \$125 per month on call and to pay Olson \$200 per month on call. Anderson seconded the motion. Motion carried.* On call pay will be revisited in May.
6. Fire & First Responders:
  - A. **Ambulance Replacement**  
Nothing to report as their meetings have been for training purposes.
  - B. **Cooperative effort with EGF Fire Department**  
Fire Chief Peterson had a positive discussion with EGF Fire Chief Larson.
  - C. **Emergency Center Floor**  
After reviewing the bids for having epoxy flooring installed in the Emergency Center, Council determined the cost did not outweigh the benefits. *Schull made a motion to have Robinson install a floating floor covering provided by Larson in the hallway and bathroom and to have Robinson purchase and install a floating floor covering in the office. Anderson seconded the motion. Motion carried.*
  - D. **Heating/Cooling in Community Room**  
The original Panasonic unit bid by Grove Mechanical did not qualify for Ottertail rebates. They presented a new bid for a Fujitsu unit that does qualify. The units that qualify for rebates have a higher efficiency. The bid from Proulx did not have a specific model number. This will get more information. *Schull motioned to table. Larson seconded. Motion carried.*
  - E. **Laptop computer purchase**  
The Fire Department/First Responders currently do not have a working computer. *Schull made a motion to purchase a laptop for up to \$500. Anderson seconded. Motion carried.* This will purchase.
  - F. Successful pig roast
  - G. Cleaned out the emergency center

**7. Police:**

**A. Winter Parking Ordinance**

*Larson made a motion to approve Ordinance #2017-01. Wagner seconded the motion. Motion carried unanimously.*

**B. Future planning for Police services**

Schull questioned how the City will afford Police services in the future. Cooperative effort with EGF, Crookston, Warren, Climax. Schull will contact other agencies about their moonlighting policies.

**8. COUNCIL UNFINISHED BUSINESS**

**A. Delinquent Utilities**

Theis reported there is one resident (149) that voluntarily had his service disconnected.

**B. Bremer Bank Update**

Nothing to report.

**C. Comprehensive Plan Update**

Sean Ranum presented the City's Comp plan as compiled by NWRDC. A digital copy will be sent via email and will be posted on the City's website and Facebook page in an effort to get community feedback before the Plan is finalized.

**D. Local Board of Appeal and Equalization - Monday, April 17th, 2017, 6:00pm**

**9. COUNCIL NEW BUSINESS**

**A. LMCIT Loss Control Recommendations**

**1) Data Practices Policies & Procedures**

Mayor Dahlen and Larson will meet with Theis on Monday, April 17th, at 5:30pm to complete the questionnaire. Theis will develop the policy and procedures based on that information.

**2) Social Media Policy**

*Larson made a motion to approve the Social Media Policy as presented. Schull seconded the motion. Motion carried.* Theis will forward the policy to Fire Chief Peterson and First Responder President Cameron for distribution to their respective departments.

**3) Password protection on all computers**

**4) Employee and elected official training on technology security, data retention issues, and new policies**

**B. Asset List**

Theis was able to find a free web based asset program. She will work with Robinson on compiling the data and will purchase asset tags.

**C. First Quarter Budget Report**

Receipt and Expenditures are in line with expectations at this point in the budget cycle.

**10. Open Discussion:**

**11. Approve April Disbursements:**

*Schull made a motion to approve the disbursements in the amount of \$22,580.50. Larson seconded the motion. Motion carried.*

**12. Adjourn:**

*Schull made a motion to adjourn. Larson seconded the motion. Motion carried. Meeting adjourned at 8:26pm.*

Respectfully submitted,

Amy Theis  
Clerk-Treasurer