

**CITY OF FISHER
MEETING MINUTES
Monday, May 1, 2017
Fisher School Library
7:00pm**

Council Members Present: Laurie Anderson, Adam Wagner, Alissa Larson, Jennifer Dahlen

Council Member Absent: Wayne Schull

City Staff Present: Amy Theis, Mike Theis, Ken Robinson, Delmar Peterson, Jeff Olson, Yarda Solc

1. **Meeting was called to order by Mayor Dahlen at 7:04pm.**
2. **Additions/Corrections were made to the agenda.**
3. **Approve Minutes from April 3, 2017 meeting.**
Larson made a motion to approve the minutes from April 3, 2017. Anderson seconded the motion. Motion carried.
4. **Approve Minutes from April 17, 2017 Local Board of Appeal and Equalization meeting.**
Larson made a motion to approve the minutes from April 17, 2017. Wagner seconded the motion. Motion carried.
5. **Fisher Forum:**
6. **Public Works:**
 - A. **On call pay**
Larson made a motion to increase on call pay for Olson to \$400 per month. Anderson seconded. Motion carried. There was discussion about when the Public Works department is called outside of regular business hours, should there be a minimum call out, i.e. 2 hours, and should they be compensated at time and a half. *Dahlen made a motion to table. Wagner seconded. Item was tabled.*
 - B. **High utility bills**
Theis received several calls from residents about their April 24th utility bill being higher than normal. She explained that the meters were read early in March (18th) and late in April (22nd) for an extra 4 days in the billing cycle.
 - C. **Electric Pump**
Pumps were pulled and inspected in April.
 - D. **Hydrants will be flushed in May**
 - E. **Generator issues at lift station manual after Ottetail outage**
7. **Fire & First Responders:**
 - A. **Ambulance Replacement**
Still looking. Anything newer than 2006 will not fit in garage.
 - B. **Cooperative effort with EGF Fire Department**
May 22 meeting with EGF. May 16th 5:30 meeting with Tate State Fire Marshall about training funding.
 - C. **Heating/Cooling in Community Room**
Council had requested the model number on the unit bid out by Proulx. The Fujitsu RLXFW1 24,000 BTU Heat Pump was \$3,797.33 from Grove and \$3,505.26 from Proulx. This unit heats to 0 degrees F. Proulx had also bid a Fujitsu RLXFZH that heats to -15 degrees F for \$3,745.26. Both units qualify for Ottetail rebates of \$400 per ton. *Anderson made a motion to purchase the unit that heats to -15 degrees F from Proulx Refrigeration. Larson seconded the motion. Motion carried.*
 - D. **Emergency Center Keys**

Theis has reviewed the list of people that have keys to the Emergency Center. There are 65 keys and of those 65, 28 keys are lost or were never returned when members became inactive. Theis contacted Keith's Security World in Grand Forks about getting a cost estimate to replace the existing locks with computer managed proximity fobs and readers.

E. Fuel cards

Theis contacted CHS Credit Card about getting cards with unit numbers instead of people's names. CHS recommended going to a fleet card program. Theis completed and submitted the application for a fleet account and is waiting for approval.

F. New member application

One member was presented for approval. **Larson made a motion to approve. Anderson seconded. Motion carried.**

8. Police:

A. Future planning for Police services

This item will be revisited due to Schull's absence.

9. COUNCIL UNFINISHED BUSINESS

A. Delinquent Utilities

Theis reported there are currently 6 residents that are more than 60 days past due on their utility bill. One was voluntarily disconnected last month, one is a renter that has moved out, and disconnection letters were sent to four giving them until Monday, May 8, 2017 to pay or their service will be disconnected.

B. Bremer Bank Update

The property was sold to Cheryl Tupa and the closing was Friday, April 28, 2017.

C. Bruer Abatement Request

Anderson and Theis met with Fisher School Superintendent Evan Hanson. Anderson provided dollar amounts that could be abated. Tabled until school district makes a decision.

D. Comprehensive Plan Feedback

Clarify definitions and dollar amounts. \$150K

E. Data Practices Policies & Procedures

1) Resolution 2017-06 Appointing Responsible Authority

Larson made a motion to approve Resolution 2017-06 Appointing Amy Theis the Responsible Authority. Anderson seconded. Motion carried.

2) Data Practices Policy for Members of the Public

Anderson made a motion to approve the Data Practices Policy for Members of the Public. Larson seconded. Motion carried.

3) Data Practices Policy for Data Subjects

Anderson made a motion to approve the Data Practices Policy for Data Subjects. Larson seconded. Motion carried.

10. COUNCIL NEW BUSINESS

A. CD Maturity Date 5/11/2017

Council approved the purchase of a 3 month CD in the amount of \$200,000.00 with a rate of .6% at American Federal Bank in Crookston on February 9, 2017. The current rate for a 3 month CD is .9% and the current rate for a 6 month CD is 1.0%. **Wagner made a motion to allow the CD auto-renew for an additional 91 days. Anderson seconded the motion. Motion carried.**

B. Summer office hours

Theis explained that the office hours during the summer months were changed 2 years ago to Monday thru Thursday from 8:30am to 4:00pm allowing for Fridays off. She requested this continue as long as Council didn't object. Council had no objections.

11. Open Discussion:

12. Approve May Disbursements:

Anderson made a motion to approve the disbursements in the amount of \$26,283.54. Wagner seconded the motion. Motion carried.

13. Adjourn:

Larson made a motion to adjourn. Wagner seconded the motion. Motion carried. Meeting adjourned at 8:19pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amy Theis". The signature is fluid and cursive, with a long horizontal stroke at the end.

Amy Theis
Clerk-Treasurer