

**CITY OF FISHER
MEETING MINUTES
Monday, November 6, 2017
Fisher School Library
7:00pm**

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

Council Member Absent: Wayne Schull

City Staff Present: Amy Theis, Mike Theis, Dean Smith, Jeff Olson, Taylor Amiot (AE2S)

Others: Sheryl Tinkham

1. **Meeting was called to order by Mayor Dahlen at 7:00pm.**
2. **Additions/Corrections were made to the agenda.**
3. **Approve Minutes from October 16, 2017 meeting.**
Larson made a motion to approve the minutes from October 16, 2017. Anderson seconded the motion. Motion carried.
4. **Fisher Forum:**
Sheryl Tinkham, on behalf of Fisher Lutheran Church, is requesting approval from the City of Fisher to seek grant funding from Halstad Telephone Company to purchase an AED. **Anderson made a motion to endorse Fisher Lutheran Church's grant request. Larson seconded. Motion carried.** Theis will draft a letter of support and forward to Dahlen for her signature. Dahlen will get the letter to FLC Council President Ken Miller.
5. **Public Works:**
 - A. **Performance review/salary recommendation**
Ken Robinson – Dahlen & Anderson recommended \$0.20 per hour increase. **Wagner made a motion to approve the recommendation. Larson seconded. Motion carried.**
Jeff Olson - No salary change was discussed.
 - B. **School water meter**
Olson reported it has been replaced. The valve needed replacement. It is working now.
 - C. **Snow plow**
Robinson went out on Saturday, needs some practice.
 - D. Discharging ponds went well
 - E. Olson asked about a wage increase for Dean Tinkham. Council will not take action until/unless a request is made from Tinkham.
6. **Fire & First Responders:**
 - A. **Ambulance Replacement**
No report.
 - B. **Cooperative effort with EGF Fire Department**
No report.
 - C. **Emergency Center Access Control**
Theis presented Council with a cost estimate for keyless entry with passcodes and/or fobs for 2 exterior doors and 2 interior doors. Theis would like to see some kind of lock on the interior door between the garages. **Larson motioned to add keyless entry to the door between garages to be purchased and installed by Robinson. Anderson seconded. Motion carried.**
 - D. **NOVA Fire Protection Proposal**
Chief Peterson recommended the City accept the proposal. **Dahlen made a motion to accept the proposal. Anderson seconded the motion. Motion carried.**

E. SCBA Replacement

Erik Quirk received an estimate from Grand Forks Fire Equipment to replace the department's SCBAs in the amount of \$41,200. There were several items on the estimate that were not clearly a "need" but perhaps a "want" of the department. Theis contacted Diverse Maintenance Solutions in Blaine, MN for state contract pricing on the SCBA cylinders only and was quoted \$6,773.16. Theis will schedule a meeting with Quirk to see if there are comparable items available thru the state contract.

F. Fire Relief Association Update

There was a miscommunication, Dahlen and Anderson did not attend.

7. Police:

- A. Lots of people out and about on Halloween.
- B. Smith was called out on Saturday about car driving around in B. Wagner's field.
- C. Things seem good with the resident that had been causing problems.

8. COUNCIL UNFINISHED BUSINESS

A. Delinquent Utilities

Theis reported one account (6228362) that has been disconnected for non-payment.

B. Red Lake River Access

Theis contacted Brian Wagner to inform him of the Council's decision to move forward with the proposed project. The City received a grant from the Fisher Area Community Fund in the amount of \$1,000 for this project. Theis reached out to the City's insurance agent, Bonnie Isaacson, about possible liability issues with this project. Her response was that the City does have liability insurance should someone get hurt, that person would need to prove the City was at fault. Wagner had purchased the necessary materials but was unable to start the project due to the weather.

C. Drainage Issue at Elm St. and Memorial Drive

Taylor reported that surveyors were out last week. No major red flags regarding with elevation of the culvert. No slope from Elm St. south. Could be as minimal to clean out and regrade the ditch or could be as much as new storm sewer. Will continue to get cost estimates and revisit in December.

D. Greater MN Transportation Alternatives Solicitation Letter of Intent

Solc and Theis completed their respective pieces of the LOI and Theis submitted it, along with a letter of support from Fisher School Superintendent Hanson, on 10/31/17. Confirmation of the submission was received.

E. Clerk-Treasurer performance review/salary recommendation

Dahlen and Anderson recommended an increase of \$0.20 per hour. ***Larson made a motion to approve the recommendation. Anderson seconded. Motion carried.***

F. Meeting Frequency

Theis calculated a potential cost increase of \$6,200.64 per year to meet twice per month for Council. There would be additional costs with staff also. Council will be more pro-active about special meetings when high priority items arise.

G. Little Library

They were not interested in using Dahlen's personal property but would like Council to present other options. They were interested in locating it by the bell. Council is supportive of having it by the horseshoe pit. Larson is concerned about the lack of lighting. Dahlen will visit with Newhouse. Item will be removed from agenda until Newhouse raises the question again.

H. Planning and Zoning Committee

Theis will contact Brian Beiswenger in November.

I. Set date/time for performance review

- 1) Fire Chief - Delmar Peterson

J. Water not going thru sewer

Theis identified a possible solution for the complaint about sewer charges being based on water usage when water isn't going thru the sanitary sewer in cases of lawn watering, filling pools, washing cars, etc. Other cities have allowed residents to purchase a second meter for outside use only.

9. COUNCIL NEW BUSINESS

A. Employee Handbook

Dahlen presented Council with a new Personnel Policy for Council to review for adoption at December meeting.

B. MPRW Rate Increase

Effective January 1, 2018 the rate MPRW bills the City will go from \$8.00 to \$8.50 per thousand gallons. The current rate the City bills residents/owners is \$12.00 per thousand gallons. ***Larson made a motion to amend the City's ordinance effective January 1, 2018 to \$12.50 per thousand gallons. Anderson seconded. Motion carried.***

C. Trinity Lutheran Church parking lot

Richard Wentzel contacted Theis asking the Council to consider some kind of contract with the church for sanding/salting and/or snow removal of their parking lot. It was noted that staff had already been doing some of this sporadically. Council felt staff should continue to sand/salt and remove snow from the parking lot when necessary without a contract. They suggested the church make a donation to the City.

D. Community Coop of Lake Park Natural Gas

Theis received a call from David Blumseth informing the City of CCLP's request to the Public Utilities Commission to do a feasibility study in regards to bringing a natural gas utility to Fisher. If deemed feasible, work could begin in 2018-2019.

10. Council Issues:

Dec. 6 Celebrate the Season – Theis will follow up with Chamber and Vetter's and get advertising out, Sheila (Santa Suit)

11. Approve November Disbursements:

Larson made a motion to approve the disbursements in the amount of \$29,991.68. Anderson seconded the motion. Motion carried.

12. Adjourn:

Anderson made a motion to adjourn. Wagner seconded the motion. Motion carried. Meeting adjourned at 8:20pm.

Respectfully submitted,

Amy Theis
Clerk-Treasurer