

**CITY OF FISHER
MEETING MINUTES
Monday, October 16, 2017
Fisher School Library
7:00pm**

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

City Staff Present: Amy Theis, Dean Smith, Jeff Olson, Ken Robinson

Others: Jarda Solc-AE2S

1. **Meeting was called to order by Mayor Dahlen at 7:00pm.**
2. **Additions/Corrections were made to the agenda.**
3. **Approve Minutes from September 11, 2017 meeting.**
Larson made a motion to approve the minutes from September 11, 2017. Anderson seconded the motion. Motion carried.
4. **Fisher Forum:**
5. **Public Works:**
 - A. Street sweeping will take place the end of October after beet harvest.
 - B. Lift station has been cleaned out
 - C. Hydrant flushing went well
 - D. Street Maintenance plan – 30-40 year life expectancy with regular maintenance
 - E. Theis will check with school about snow removal contract
 - F. MN PCA Inspection had 2 minor violations
6. **Fire & First Responders:**
 - A. **Ambulance Replacement**
There has been some interest in a unit in Fergus Falls
 - B. **Cooperative effort with EGF Fire Department**
No report
 - C. **Emergency Center Access Control**
No report
 - D. **NOVA Fire Protection Proposal**
Theis will check with Chief Peterson
 - E. **First Responder Chili Feed**
The First Responders have turned the Halloween party over to the school. They are planning to have a talent show in conjunction with the Firefighter pig roast in the spring.
7. **Police:**
 - A. **Performance review/salary recommendation**
Wagner and Dahlen conducted performance evaluations for Dean Smith and Mike Theis. They recommended pay increases of 2.5% for 2018 and 2.5% for 2019. *Wagner motioned to approve pay increases for Smith and M. Theis of 2.5% for 2018 and 2.5% for 2019. Larson seconded. Motion carried.*
 - B. Still dealing with one person
8. **COUNCIL UNFINISHED BUSINESS**
 - A. **Delinquent Utilities**
Theis reported one account (5) that has been disconnected for non-payment.

B. Red Lake River Access

Brian Wagner presented a bid proposal for block steps under the CSAH 15 Bridge to the Red Lake River in the amount of \$9,834.05. The project can still be completed this year. Theis noted that there are grant dollars available of up to \$5,000 thru the Fisher Area Community Fund. The grant round closes Thursday, October 19, 2017. Theis will submit a grant request on behalf of the City for \$5,000. Theis was asked to check on liability and insurance issues. **Dahlen made a motion to move forward with this project regardless of receiving grant. Anderson seconded the motion. Schull opposed. Motion carried.**

C. Drainage Issue at Elm St. and Memorial Drive

Theis located minutes from September of 2011 where this issue was discussed and Brad Bail of WSN had given price estimate for 5 different options. They ranged in price from \$2,000 to \$104,966.25. Solc presented a task order agreement to survey the area and come up with some possible solutions for an estimated cost of \$2,300. **Anderson made a motion to approve the task order. Larson seconded. Motion carried.**

D. Planning and Zoning Committee

Theis has not heard back from Brian Beiswenger. She will try to contact him again in mid-November.

E. Set date/time for performance reviews

- 1) Clerk-Treasurer - Amy Theis - was done on 10/2/17
- 2) Public Works
 - a) Jeff Olson - will be done after 10/16/17 meeting
 - b) Ken Robinson - was done on 10/2/17
- 3) Fire/First Responder - Delmar Peterson

9. COUNCIL NEW BUSINESS

A. 3rd Quarter Budget Report

Theis reported that, for the most part, the budget is where she would expect it to be for this time in the cycle. Schull questioned the Office Supply line item. Theis explained that there were some unexpected expenses for Cloud backup software and Office software renewal. She also explained that while running utility bills in September, she experienced a software breakdown on the Sensus (meter reader). In order to remedy the situation and continue with the billing process, she renewed the 1 year software support contract in the amount of \$1,715.95. The Mayor criticized Theis for her failure to contact Council for prior approval when making such a large purchase.

B. Meeting Frequency

Dahlen stated that she and Wagner would like the Council to meet twice a month instead of only once in order to stay more current on City issues. Some Council concerns were cost and time.

C. School water meter

The main water meter was discovered to be broken. Olson contacted Tim Stetz from Fargo Water as he needed assistance. They no longer make this particular meter so a new meter was ordered. Theis billed the school on September 20th for the amount of water they used during the same billing cycle in 2016.

D. Little Library

Tami Newhouse contacted Theis about the school's P.I.E. group interest in putting up a "Little Library" and bench by the horseshoe pits. Council had some reservations with garbage and how often will it be checked. Mayor Dahlen will contact Tami Newhouse and offer her personal property.

E. Liquor License for Cenex Convenience Store

Schull motioned to approve a 3.2OFSL liquor license for Cenex. Wagner seconded. Motion carried.

10. Open Discussion:

Sidewalks – Solc explained the letter of intent for the MN DOT grant is due October 31st. November 20th full application period. 20% match. Wagner recommended 8' wide on east side 5' wide on west side. **Wagner motioned to move forward with MN DOT grant. Larson seconded the motion. Motion carried.**

11. Approve October Disbursements:

Schull made a motion to approve the disbursements in the amount of \$39,401.25. Larson seconded the motion. Motion carried.

12. Adjourn:

Schull made a motion to adjourn. Wagner seconded the motion. Motion carried. Meeting adjourned at 8:05pm.

Respectfully submitted,

Amy Theis
Clerk-Treasurer