

Minutes
April 20, 2010
General Meeting

- 1) The Meeting was called to order by Mayor Charles Neff at 7:00.
 - a) Roll call Council Members-Mayor Charles Neff, Bob Dablow, Burl Ingebretsen, Mark Hanson, and Shelley Poehls.
 - b) Others Present:Sarah Ramsey, Clerk, Rich Hayes, Norm Nyland, Heather Johnson, and Richard Schenck. Aric Sagin and Markell Briden showed up later.

2) **Pledge of Allegiance was said.**

- 3) **Previous Minutes**
 - a) General Meeting

A MOTION was made by Burl Ingebretsen to approve the General Meeting, 4/20/2010 minutes. It was 2nd by Bob Dablow and the motion carried.

4) **City Attorney**-Zenas Baer-Nothing to report

5) **City Engineer**-Dan Hanson-Nothing to report

6) **Building Permits**-Roland Holms-State surcharge will be increased.

7) **Amendments to Agenda**-No amendements to the agenda.

8) **Citizens concerns**- Noting to report

9) **Carlson Highland**-Heather Johnson- Heather reported on the audit preformed this year. She walked the council through the final audit packet. Heather went over where the budgeted items went over. There were a lot of unforeseeable events last year that caused those increases. Heather discussed last years findings vs this years. We have been taking steps since the audit that will help us with these issues for next years audit.

10) **Maintenance Department**-Aaron Mayry-Arron has been busy now that the weather has been nice. He has been working on getting all the cat tails cleaned out of the pond. He also got some chemical to remove the algae in the pond. Arron has been shadowing Norm and helping him in the sewer department. Arron had a bid done on a new furnace and air conditioning unit. It is not something we have budgeted but its something to look into in the future.

11) **Water Department**-Rich Hayes- Rich is planning on flushing hydrants 26th or 27th of April. Rich has had a few reports of brown tints and hopes that flushing with correct those issues.

12) **Sewer Department**-Norm Nyland- 2.71 millions was pumped to the lagoons last month. That is very high and hopefully with the new sump pump ordinance we can correct it. Testing on lagoons look good. Discharge is going on now and should be done within 9 days and then Norm can transfer ponds. Key bid out manhole that need repaired. Jetway will need to come out and clean the manhole before Key comes out. The ones that are in serious need of repair are plugged solid with sand. Key's bid can in at \$11,373 which is within the budget.

a) **Revised sump pump ordinance**-An approved summary for publishing needs to be passed before Sarah can send it to the Record Review. Also Charley drafted a letter to send residents explaining how the new sump pump ordinance will be enforced. He would like to see council members going door to door to check sump pumps if possible. Two council member would go as a team. Charley asked for council approval to send out the letter. All members signed the letter and it will be sent out this week.

A MOTION was made by Bob Dablow to approve the revised sump pump ordinance for publishing. It was 2nd by Shelley Poehls and the motion carried.

13) Mayors Minute-

14) Treasurers Report- Charley suggested that we shift some funds from the General fund to the Sewer capitol improvement funds. As of now the capitol improvement fund is very minimal. New equipment in the next few years will be necessary.

a) **Budget review**-update rescue budget- Last year when we update the budget rescue was going to take over the phone bill. We did not adjust that accordingly so we need to make an adjustment, We moved that portion up to \$864.00.

15) Receipts & Disbursements-

A MOTION was made by Bob Dablow to approve Disbursements. It was 2nd by Shelley Poehls and the motion carried.

16) Water/Sewer/Garbage Bills and Past Dues

a) Past Dues and Shut offs were sent out on the 11th, 9 Residents were on the Shut off list and 1 has made arrangements. A total of \$2620.00

17) Old Business

a) **Online bill pay**- Is up and running. We haven't had any payments yet but we have a letter to residents explaining how to use it.

b) **Sabin Days**- Aric brought in a preliminary schedule that should be finalized on Thursday.

c) **Rosenfeld lease agreement**-A payment of \$250 has been received which leaves a balance of \$330. He is in default of the agreement. Charley asked the council what they would like to see happen. The council had mixed feelings. Charley would like to see a motion made declaring the lease in default.

A Motion was made Bob Dablow for the City council to declare the lease in default. It was 2nd by Burl Ingebretsen and the motion carried.

18) New Business

a) **Water overcharge**- There was a error on the software that charged some residents an extra \$10 as of now when residents have called in Sarah has been refunding that amount to the accounts. Sarah will be looking into how to credit all the accounts accordingly.

b) **Sarah hours of operation and vacation**- Sarah will be out of the office from May 19th to May 26th. Sarah would like to see her hours switched from Monday evenings to Monday days to 10:00-2:00. The council just ask that she post her new hours

c) **Crowbar Liquor License renewal**-Shelley abstained from the vote.

A Motion was made by Bob Dablow to approve the liquor license. It was 2nd by Burl Ingebretsen and the motion carried.

- d) **Park use**-a policy was drafted to ensure fairness in park usage.

A Motion was made Burl Ingebretsen to approve park policy . It was 2nd by Mark Hanson and the motion carried.

- e) **Stuvland property taxes-**

A MOTION was made by Bob Dablow to pay the auditor \$1029 for the Stuvland assessment. It was 2nd by Shelley Poehls and the motion carried.

19) Commissioner Reports

- a) **Health and Weeds**-Charles Neff- sparying will need to begin soon. Mosquito's are out already.

- b) **Civil Defense**-Randy Schmidt-Nothing to report

- c) **Planning and Zoning**- Aaron Skattum-Nothing to report

- d) **Fire District**-Bob Dablow- 7 guys are working on extended training. May 10th a sky warn class will be taught.

- e) **Rescue Squad**- Shelley Poehls- Need to address Joint Powers Agreement for Sabin and number of households. The city will continue to find out exactly how many households according to our utility billing we have 188. Rescue has a new member applying, Jill Keskitalo.

A Motion was made by Burl Ingebretsen to approve the new member Jill Keskitalo. It was 2nd by Bob Dablow and the motion carried.

- f) **Parks**-Burl Ingebretsen- Burl has made a list for Arron after walking through the park. All the trees seem to look good and living. Chuck gave a bid to hydro-seed and do some finish grading total cost would be around \$600. Black dirt may need to be added before hydro-seeding. Aaron will be working on this. Charley would like to see the junk cleaned up around the lift station.

- g) **Recycling**- Mark Hanson-

- h) **Streets**- Mark Hanson- Some of the caps on street signs are coming off.

20) Adjournment

A MOTION was made by Shelley Poehls to adjourn. It was 2nd by Burl Ingebretsen and the motion carried.

The meeting adjourned at 10:29 p.m.

Respectfully Submitted

Sarah Ramsey, City Clerk

Approved 5/19/10