

Minutes
December 21, 2010
General Meeting

1) The meeting was called to order by Charles Neff/Mayor at 7:02.

a) Council Members present were Charles Neff/Mayor, Bob Dablow, Burl Ingebretsen, and Shelley Poehls. Mark Hanson did not attend.

b) Others Present were Wendy Otte/Clerk, Norm Nyland, Richard Schenck, Dan Hanson, Jeff Eberhardt, Aric Saign, and Markell Briden.

2) The Pledge of Allegiance was said.

3) Previous Minutes

a) General Meeting – November 16, 2010

A MOTION was made by Bob Dablow to approve the General Meeting Minutes for November 16, 2010. It was 2nd by Shelley Poehls and the motion carried.

b) Special Meeting – November 30, 2010

A MOTION was made by Shelley Poehls to approve the Special Meeting Minutes for November 30, 2010. It was 2nd by Bob Dablow and the motion carried.

c) Special Meeting – December 7, 2010

A MOTION was made by Bob Dablow to approve the Special Meeting Minutes for December 7, 2010. It was 2nd by Shelley Poehls and the motion carried.

4) City Attorney – Zenas Baer – Not Present to report. Charley informed the council we are waiting for the AnyConnect lease.

5) City Engineer – Dan Hanson - Stopped in to see how everything's going. Council informed Dan that the new pumps were put in today, Jarrod has been a big help with the treatment plant, and now that the pumps are in we'll talk with Jarrod and see what is needed at the plant.

6) Building Permits – Roland Holms – Not Present to report.

7) Amendments to Agenda – none.

8) Citizens concerns – none.

16) Old Business – moved up after no objections.

a) **Harvest Days Community Center Use November 21, 2010** – Aric Saign and Markell Briden from Harvest Days Community came in to talk about being charged rent for the fundraiser they held. Aric questioned the fees being charged, because money raised is donated to the Clay County community. Council informed him that unless the money is donated directly to a Sabin resident or event there is a charge for rental. **A MOTION** was made by Shelly Poehls to refund the rental fee of \$100.00 to Harvest Days for Community Center rent. There was a discussion that we would have to change our entire rental policy if we were to refund Harvest Days. Aric said he would just pay the fee for rental. Motion was not passed due to lack of a 2nd.

17) New Business – moved up after no objections.

a) **Harvest Days Community Center Use January 9, February 13, March 13, & April 10, 2011.** - Harvest Days is able to use the Community Center free of charge for those dates, as long as

Harvest Days does their own clean up afterward, as they are fundraisers for Sabin Youth Softball.

c) Ready Mix Plant – Jeff Eberhardt with Knife River Materials came in to inquire about any available land to rent or purchase in the City of Sabin to open a seasonal ready mix plant. After checking the zoning map we do not have any land for rent that is city owned in an Industrial area. He was told to check with farmers in the area. Council would have no issues if he were to find land to rent or purchase from a farmer in the Industrial zone.

9) Maintenance Department – Aaron Mayry – Not Present to report. Aaron left a list of things he has been working on that Charley read from. Aaron spent some time at the treatment plant with Charley, Norm, and Rich. The ATV has a carburetor problem that he is working on, Fitzgeralds has been clearing the sidewalks which Aaron will need to be doing. Norm informed the Council that he has been working with Aaron on getting him set up for testing a license D class for waste-water coming up in March. Norm suggested that the city pay any costs for Aaron to take the test.

10) Water Department – Rich Hayes – Not Present to report. Rich sent a list of testing he has been doing at his house, which has shown improvement. 1.12 million gallons were pumped last month. Mark Hansen (Hawkins) installed the new pumps today, so we should start getting a consistent chlorine feed now. Rich will start regular testing at 3 homes now that the pumps are in. Jarrod (Ulteig) will be working with Rich on a plan for how the plant should be run. There will be some expense for having Jarrod work with Rich, but half will be covered by Ulteig. Rich will need to be checking in at the plant daily to make sure it's running properly. Rich is looking into getting a dialer installed to call him if the alarm goes off at the plant Charley, Norm, and Randy Schmidt would also be contacted. He plans to have the dialer up and running before the first of the year.

11) Sewer Department – Norm Nyland – 1.38 million gallons were pumped to the lagoons last month. Norm will attend 2 conferences in March 1 for water and 1 for waste-water.

12) Mayors Minute – There has been bad communication here for example the water plant being emptied and no one contacting Charley or the Fire Chief. There has been poor communication between Rich and Norm that will change. Bob mentioned that he noticed the water being off and his first call was to Rich he did not think to call others as the water was out for less than an hour. Randy Schmidt brought up concerns that the hydrants have not been properly winterized. Randy had officers from the fire department come to him with concerns that after additional flushing they were not re-winterized correctly. The hydrants are made to drain down on their own, but because we have a high water table they have to be pumped down and anti-freeze added to avoid freezing. Charley would like to get together with Randy, Rich, Norm, and Aaron to come up with a plan to get them done properly. Aaron will be told to go back to check all hydrants to make sure they are pumped down. If seals are bad they will be marked unusable and fixed in the spring. Randy also mentioned one hydrant by Fitzgeralds needs to be raised, he was asked to remind us in the spring.

13) Treasurers Report – 2nd half of Property Tax came in, but we have yet to receive 2nd half LGA.

14) Receipts & Disbursements – The meter reader on the claims list is on the budget for next year it is listed for approval so Wendy can pay it after the first of the year.

A MOTION was made by Burl Ingebretsen to approve the Receipts & Disbursements. It was 2nd by Bob Dablow and the motion carried.

15) Water/Sewer/Garbage Bills & Past Dues – Charley asked Council their feeling on shut offs being done the week of Christmas. After some discussion that people have not been making payments or

arrangements Monday the 27th was decided on for shut offs.

16) Old Business – discussed earlier.

17) New Business

a) discussed earlier.

b) **Sump Pump Permits** – We previously had a \$15.00 permit fee for the season. We need to make sure people that are switching get a permit. Cost needs to stay low enough, so people get a permit, but we don't want all of the water in town going out to the lagoons. Norm said we are already high on discharging at the lagoons. We do have an ordinance from 1994 that nothing is to go directly to the waste-water, but has not been enforced as well as it should. Charley would like to see some kind of help from the city to cover costs for residents to handle switching over to outdoor discharging.

A **MOTION** was made by Charley for \$15.00 for the season for a sump pump permit, which was withdrawn.

A **MOTION** was made by Shelley Poehls for a \$5.00 per month Sump Pump Permit. It was 2nd by Bob Dablow and the motion carried.

We have a copy in our packets of an permit example, Wendy was asked to type it up to fit our needs. Permit to be set up for use from November 1st to March 1st , and may be paid all at once or added to the utility bill.

c) discussed earlier.

18) Commissioner Reports

a) **Health & Weeds** - Charles Neff – Nothing to report.

b) **Civil Defense** - Randy Schmidt – The sirens will need to be updated in the next 2 years.

c) **Planning & Zoning** - Aaron Skattum – Not Present to report.

d) **Fire District** - Bob Dablow – Minutes and receipts were looked over. Randy informed the council that ISO lost our rating, so we will need to refile for our rating at our convenience next year. Randy would like to sit down with Sabin, Elmwood, and Kurtz at one time to go over the ISO packet. Randy also stated that the Mayor should have NIMS training or step down during a disaster to someone with training in the event of a disaster or we may not get reimbursed.

e) **Rescue Squad** – Shelley Poehls – Shelley read a copy of the recent Rescue Squad Minutes. Radios and pagers for rescue and fire were discussed, they will need to be changed out by 2013. Rescue is also short 6 pagers for new members Richard will look into pagers and bring info to next meeting.

f) **Parks** - Burl Ingebretsen – Discussed snowmobiles on city streets, informed that is up to the city weather we allow it or not.

g) **Recycling** - Mark Hanson – Not Present to report.

h) **Streets** – Mark Hanson – Not Present to report.

19) Adjournment

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

The meeting adjourned at 10:18 p.m.

Respectfully Submitted

Wendy Otte, City Clerk

Approved 1-18-11