

Minutes

February 15, 2011

General Meeting

1) The meeting was called to order by Charles Neff/Mayor at 7:01.

a) Council Members present were Charles Neff/Mayor, Burl Ingebretsen, Mark Hanson, Shelley Poehls and Bob Dablow.

b) Others Present were Wendy Otte/Clerk, Aaron Mayry, Rich Hayes, Richard Schenck, Norm Nyland, Dan Hanson, Aaron Skattum, and Brian King.

2) The Pledge of Allegiance was said.

3) Previous Minutes

a) General Meeting – January 18, 2011.

A MOTION was made by Burl Ingebretsen to approve the General Meeting Minutes for January 18, 2011. It was 2nd by Mark Hanson and the motion carried.

4) City Attorney – Zenas Baer – Not Present, but has sent some information on Charitable Gambling we'll discuss under New Business.

5) City Engineer – Dan Hanson - Dan has left Ulteig and now will be with Moore Engineering.

Council discussed switching to Moore Engineering or remaining with Ulteig for our engineering firm. We are not contracted with any company for engineering, it is contracted project by project. Currently Rich has been working with Jarrod from Ulteig on the discolored water, which has been clearing up. Rich would like to continue to work with Jarrod while he has this issue. Dan agreed that we should continue to work with Jarrod and Ulteig on the water issue. Council had many issues with Ulteig on past projects and some stated that Dan was the main reason they stayed with Ulteig in the past. Brian King was Dan's supervisor at Ulteig and would be our new liaison if we choose to stay with Ulteig. Brian believes it would be a seamless transition if we choose to stay with Ulteig. Before Dan we had many issues with Ulteig not answering questions, council felt that we have stayed with Ulteig due to Dan doing such a good job. If we choose to go with Moore Engineering Dan would continue to be our liaison.

A MOTION was made by Shelley Poehls to change our Engineering Firm to Moore Engineering. It was 2nd by Bob Dablow and the motion carried.

Ulteig will have a contract written up for Jarrod to continue working with Rich on the water issue.

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

7) Amendments to Agenda – Bob has some New Business to add Red River Radio Amateur Club a non-profit group would like to put a beacon on the water tower that broadcasts worldwide in Morris code. They would put a small radio in the communications building. The information is published in a journal monthly. They provided communication in Wadena after the tornado last year. The electric would cost about \$20.00 per year which they would be willing to pay. They would not interfere with the AnyConnect signal. Bob will make sure they have insurance for installing the equipment. They would be looking to set up in May or June.

A MOTION was made by Mark Hanson to allow the Red River Radio Amateur Club put a beacon on the water tower. It was 2nd by Shelley Poehls and the motion carried.

8) Citizens concerns – none.

9) Maintenance Department – Aaron Mayry – Aaron spent a lot of time on the floor in the community center the next time he would like to rent a machine, as it was a lot more work than he thought it would be. Shelley asked if there was anything he could do to make the floor in the ladies room look better, as it looks dirty even after just cleaning it. Aaron has tried a few different chemicals that haven't seemed to make a difference he will check with Stein's to see if they have a better solution. Three truck fulls of sand have been put down on the streets and he has been doing snow removal as needed. Aaron has also been working on his waste water application with Norm. Aaron will be attending a conference with Norm and testing in the beginning of March for his Class D license. Aaron was asked to make sure the drain between the Crusaders building and ours is clear of ice.

10) Water Department – Rich Hayes – Last month 797,000 gallons were pumped. Rich brought in some actual water samples from the homes he has been testing for council to look at. One of the samples had a slight brown tint, but the 3 other samples looked clear. The cold water tests have been clear, but warm water has been showing some discoloring. One of the test homes always has some discoloration, it could be an individual problem at the home. Once it warms up Rich will flush hydrants. Pre-Chlorine is at 1.5 which is what we want. Chlorine in homes vary from .02 to .05, state requires .01, but Rich would like to see .05. Mark has had some comments on discolored water at church and Burl had a comment that he had passed on to Rich that Rich looked into.

11) Sewer Department – Norm Nyland – Bill Hughes was out today, we have a bad running time meter that will be ordered and replaced. Everything else is running great. 688,000 gallons were pumped last month, but due to the bad running time meter Norm doesn't believe that is accurate. As discussed earlier Norm and Aaron will be attending a conference in St. Cloud March 1st to the 3rd. Norm will check with Jet Way on clearing the ditches, it really seemed to help last year. Key Contracting is on track for spring to do the survey. He will check into some different ways to monitor the flow rates going out to the lagoons besides running time meters, there are better ways to monitor the usage. The pumps are calibrated twice per month. He is still checking into getting set up for on-line DMRs.

12) Mayors Minute – MN Governor has vetoed the preliminary budget, so as of now nothing on LGA cuts.

13) Treasurers Report – Ice and snow removal budget has almost been used up for the year. Charley hasn't had time to review what is set aside for bonds. He would also like to sit down with the county auditor to see who has prepaid specials.

14) Receipts & Disbursements – were looked over.

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

15) Water/Sewer/Garbage Bills & Past Dues – We sent out a letter last month informing a resident that if no payment was made we'd hire someone to remove snow covering the shut off and bill them for snow removal too, we haven't heard from them they need to be shut off. Rich will call Fitzgeralds to get the snow removed and shut them off. There are some other people with high bills that haven't made recent payments that need to be shut off tomorrow. If people contact us we are willing to work with them, but none of these people are calling. Winter shut offs are a problem, do to cold and high amounts of snow. Our current reconnection charge is \$50.00 with \$25.00 going to Rich for doing the shut off. There was some discussion of charging a higher fee for winter shut offs, we will look into it in the future.

16) Old Business

a) City Designations

vi) Acting Mayor – City Ordinance states that the Acting Mayor takes over when the Mayor is out of the city.

A **MOTION** was made by Burl Ingebretsen to appoint Bob Dablow Acting Mayor. It was 2nd by Shelley Poehls and the motion carried.

17) New Business

a) Resolution – Workers Compensation for Council – We are required by law to have a resolution to cover council members under worker compensation.

A **MOTION** was made by Bob Dablow to approve a resolution for Worker Compensation coverage for council members. It was 2nd by Shelley Poehls and the motion carried.

b) Charitable Gambling Ordinance – Charley received an e-mail from Zenas, our whole ordinance will have to be changed. We will work with what state has now for our city ordinance. We are able to regulate any gambling in city limits. We are allowed to charge a 10% fee, but if we charge a fee we have to set up a special account for those funds and do annual reports on how the funds are spent, we are able to waive all fees as not to end up with all of the extra paperwork involved as we will not bring in enough money to make the extra work worth the hassle. We have no problem with the Permit for Harvest Days, but we need the authority to approve it and under our current ordinance we do not. We will write up a new ordinance to have ready for the March meeting. Then we will need to approve it, print it, then approve again in April.

c) Flood Watch – The meeting at the Fire Hall on the 7th went well thanks to the Fire Department. We are working on a flood plan, but it will not be ready until after this years flood. Aaron Skattum brought in a flood map which shows that the City of Sabin is not in the flood plain, so our main flood concern will be clearing culverts to keep water flowing out of town.

18) Commissioner Reports

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

b) **Emergency Management Director** - Randy Schmidt – Not Present – We need to set up job assignments in case of an emergency.

c) **Planning & Zoning** - Aaron Skattum – Nothing to report.

d) **Fire District** - Bob Dablow – Brought in copies of minutes from the January 3rd meeting, financial for January, and receipts & check register for 2010. The Fire District budget was over spent by \$10,000.00 last year, a big reason was radios. There are 2 new officers Curt Hutchins is a new Lieutenant and Steve Brush is a new Safety Officer.

e) **Rescue Squad** – Shelley Poehls – Shelley brought in and read a copy of the January Rescue Squad Minutes. The Rescue Squad needs to purchase a new vacuum cleaner, which is approved as long as there is money for it in the budget. There is not a base station in the Rescue Squad building, because the radios don't work in the building. They will look for the old antenna that the fire department previously used on the building.

f) **Parks** - Burl Ingebretsen – Nothing to report.

g) **Recycling** - Mark Hanson – Nothing to report.

h) **Streets** – Mark Hanson – We will need to do some sweeping after the snow melts, there is a lot of gravel built up on the streets.

Charley and Wendy met with Fred Dickelman on the Insurance everything should be the same as last year.

19) Adjournment

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

The meeting adjourned at 9:55 p.m.

Respectfully Submitted

Wendy Otte, City Clerk

Approved 3-15-11