

**Minutes**  
June 21, 2011  
General Meeting

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

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

b) Others Present were Wendy Otte/Clerk, Norm Nyland, Rich Hayes, Aaron Mayry, Richard Schenck, Chad Byram, Adam Jenstead, Bob Gregor, Markell Briden and Aric Saign.

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

**3) Previous Minutes**

a) General Meeting – May 17, 2011

A **MOTION** was made by Burl Ingebretsen to approve the General Meeting Minutes for May 17, 2011. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

**4) City Attorney** – Zenas Baer – Not Present to report.

**5) City Engineer** – Dan Hanson – Not Present to report. Charley and Mark met with Dan to look at roads needing replacement. Dan will have a preliminary report at the July meeting that the Council will look at for approval and set up for bids. Nothing will be done this year, it looks like 2<sup>nd</sup> to 67 will need replacing and the road between the church and park will need to be redone.

**6) Building Permits** – Roland Holm – Not Present to report.

**7) Amendments to Agenda** – ARRL Field Day added to New Business and Power to Concession Stand added to Old Business.

**8) Citizens concerns** – none.

**9) Maintenance Department** – Aaron Mayry – Flushed hydrants with Charley on Thursday, put the garbage cans in the park, dragged the ball diamonds, fixed some ruts in the park, cleaned out the pond pump a few times, sprayed for algae and weeds. Aaron checked on an alarm at the Water Plant for Rich. The shelter at the park was power washed and we should compensate the church for letting Aaron use their water for the power washer.

A **MOTION** was made by Charles Neff to credit the Trinity Lutheran Church \$5.00 on their water bill for water used to power wash the park shelter. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried with Mark Hanson abstaining from the vote due to conflict of interest.

Aaron has also been working on setting up the booth for the Clay County Fair, some cleaning has been done for events in the community center, a damaged table in the shelter has been fixed, branches have been trimmed and sticks in the park have been picked up.

**10) Water Department** – Rich Hayes – Rich did not have the numbers for last month. There was an issue the water plant shut down last Saturday due to a power outage, the battery back up batteries need to be replaced. One of the hoses on the booster pumps has been leaking, new hoses were ordered. The ortho-phosphates have been going into the system. Charley and Aaron flushed hydrants on Thursday some cleared faster than others. There is a problem with the distribution in the clear well that Rich will be working on. There has been some yellowing in the last few days.

**a) Past Due & Shut Off Rates** – Council discussed changing the rates again, but at this time decided to leave the rates as is. We may revisit later and check into seasonal rates.

**11) Sewer Department** – Norm Nyland – Norm completed the spring discharge on the 1<sup>st</sup> of June. The first discharge took about 8 days to complete and the testing came back good. 7.83 million gallons of water for the first discharge and 7 million gallons for the second. We had been over the limit in both ponds before the discharge we should never be above 6ft and they were over 7ft in each pond. We had 1 violation in the second discharge, a TSS violation which is 55 milligrams per liter our limit is 45. The window for discharge ends in about 2 week, so there is no way to get another discharge in this month. We pumped 2 million gallons out there last month, so it doesn't take long to fill back up at that rate. The next window for discharge isn't until September 15<sup>th</sup>. We can do out of the window discharging, but we'd have to jump through a lot of hoops and we could be fined. Charley talked to someone at Jet Way they still haven't gotten a camera. The county road by the lift station has gotten really bad cars are going to start getting stuck out there. Someone from here should call the county and get that repaired. Norm talked to Randy Bergman he's pretty busy right now, but he will squeeze us in to do the survey of the manholes.

**a) Sump Pump Update** – Norm feels sump pumps are one of our major issues pumping out to the lagoons. Council discussed how to best reach residents to explain the need to drain sump pumps outside. Bob will have a list at the next meeting of those that are in violation.

**12) Mayors Minute** – Some tables and chairs have disappeared from the community center. By policy they are not to be removed from the site.

**13) Treasurers Report** – Current financial statements were looked over, we have about \$8,000.00 in checking until we get LGA or property taxes.

**14) Receipts & Disbursements** – were looked over. The Moore Engineering claim is for working with Rich at the Water Plant.

**A MOTION** was made by Bob Dablow to approve the Receipts & Disbursements. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

**15) Water/Sewer/Garbage Bills & Past Dues** – Anyone who hasn't made a payment since April or before needs to be shut off. Rich will check in for an updated list after the 25<sup>th</sup>.

**16) Old Business** –

**a) Power to Concession Stand** – Adam Jenstead feels it is important to have power to the stand. It's an asset not only to softball, but the community as well. It would be a good money maker for any group wanting to run it. The Lions would be willing to work it, they believe they would be able to find volunteers to work it. Shelley said that coolers of pop and snacks could have been sold out of the stand during games since it has been here. The Lions have talked about putting up some of the cost to getting power to the stand. The Lions have approached the Lioness and they are not able to financially help out at this time. The cost to run the power to the stand will be about \$2,100.00. The suggestion made last month is that whichever organization covers the cost of the installation the city will cover the \$10.00 monthly power fee from then on. Adam stated that between Lions, Sabin softball and other organizations in town they should be able cover the installation fees. Access to the stand should be handled like the community center that you will be able to use as needed. The building was moved over here 4 years ago and at that time it was only being used twice a year therefore the city decided at that time the cost to install power wasn't worth it. That was the last time it was discussed until last month when it was brought up at the meeting. If the softball league or a group working with them would like

to fund the installation cost to the stand the city would be willing to pay the monthly fees from then on. Aric said Sabin softball will pay for the installation and the city will draft a resolution accepting the donation for the cost of installing power to the concession stand.

**A MOTION** was made by Charles Neff to accept the donation of installing power to the concession stand on behalf of Sabin softball. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

#### **17) New Business -**

**a) Local Performance Measurement and Reporting** – The State Auditor is requesting voluntary participation to file reports which we will be reimbursed through LGA at .14 per person increase. Council feels it would cost more than the \$73.00 we would gain.

**b) Highway 75 Detour** – Charley talked to the head engineer for MnDOT, starting July 5<sup>th</sup> they plan to reroute traffic through Sabin until the round-about on 75 is completed. There may be 1000 extra vehicles daily driving through town. Charley will contact the head engineer again to see if we can set up a special meeting.

**c) Nuisance Complaint** – Roland responding to a citizens complaint checked into the complaint and made a copy of his findings for the Council. Council reviewed Rolands findings and discussed the next step that they should take on this complaint. Charley will draft a letter to the person listed in the complaint to see what their response is. If we believe there is a violation we should take action.

**d) Street Lights** – Charley drove through town and mapped the street lights he suggests we have removed as it would save money monthly on electric costs removing these 13 power poles. Council discussed the positions of the lights on the map. Council agreed that those should be removed. **A MOTION** was made by Bob Dablow to realign the lights according to the map. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

**e) E-mail List** – Charley would like to set up an e-mail list to keep residents informed on more than the required information that would still be mailed. We would be communicating more often, we'd e-mail notices like flushing hydrants and other notices that are currently only posted in town. We would ask residents if they would like to sign up and we would set them up as a group for mailings. We will check with Becky on putting a notice in the Area Update to ask people if they'd like to sign up. We will also place an ad in the update about the sump pump drainage issues.

**f) Crowbar Liquor License Renewal** – The Crowbar's yearly licenses are up for renewal. **A MOTION** was made by Shelley Poehls to renew the Crowbar's liquor licenses. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

**g) Clay County Fair** – We will be a featured city at the Clay County Fair in Barnesville on July 16. We will have a booth in the 4-H building that we need to work from 10am to 7pm on the 16<sup>th</sup>. Charley would like Council members to commit to shifts working the booth. Aaron will work with Shelley on coordinating the booth.

**h) Harvest Days Requests** – Harvest Days has 11 requests of the city for Harvest Days August 19 & 20. Requests 1-6 are about closing some roads in town for the parade and other events. The city approves of the closures as long as it is approved by the state. Request number 7 is for using the park all day on August 20. Number 8 is for use of the Community Center on August 19 & 20. Number 9 is asking the city to donate the cost of portable bathrooms for the festival, the city had to eliminate the cost of the portable bathrooms from the budget, but will look into the budget and revisit this request next month. Number 10 is to be put on city insurance for the festival, the city is not able to add Harvest Days to insurance according to LMC. Number 11 is for helping to clean up 52 for the parade.

**A MOTION** was made by Mark Hanson to approve Harvest Days requests 1-8 and 11 if the road closures are approved by the state. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

**i) ARRL Field Day** – Last year the city approved to hold the ARRL field day in the city park, but due to the tornado in Wadena they went there to help instead. They would like to hold their event in

Sabin this year on June 25 & 26. Charley read and signed the proclamation officially recognizing the week of June 19 to June 26 as Amateur Radio Week in Sabin Minnesota.

**A MOTION** was made by Mark Hanson to adopt a resolution stating June 19 to June 26 as Amateur Radio Week. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

### **18) Commissioner Reports**

a) **Health & Weeds** - Charles Neff – We'll keep an eye on things and spray as needed.

b) **Emergency Management Director** - Randy Schmidt – Not Present to report.

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

d) **Fire District** - Bob Dablow – There was no meeting this month, but they did have the audit done on June 9 & 10. The audit went well considering it was the first one. They are looking into getting their own State & Fed Tax ID#'s. Heather will attend the meeting on August 8<sup>th</sup> to go over the final audit findings. Charley stated that having been the one to push to get this done it wasn't that he thought things were being done improperly, it was for conformation for anyone coming in that it is being run properly.

e) **Rescue Squad** – Shelley Poehls – A copy of the last meetings minutes were brought in. There will be no meeting in July. The Rescue Squad is on stand by for moving people in Minot for the flood.

f) **Parks** - Burl Ingebretsen – Chad Spieker will replace the welcome sign at cost if it is not able to be fixed. Burl will talk to Chad about getting it replaced before Harvest Days.

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

h) **Streets** – Mark Hanson – Aaron will survey the stop signs in town to see which ones need replacing.

### **19) Adjournment**

**A MOTION** was made by Shelley Poehls to adjourn. It was 2<sup>nd</sup> by Mark Hanson and the motion carried.

The meeting adjourned at 9:57pm.

Respectfully Submitted

---

Wendy Otte, City Clerk

Approved 7-19-11