

**Minutes**  
September 20, 2011  
General Meeting

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

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

b) Others Present were Wendy Otte/Clerk, Aaron Mayry, Norm Nyland, Becky Nyland, Dan Hanson, Rich Hayes, Jared Nelson and Richard Schenck.

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

**3) Previous Minutes**

a) General Meeting – August 16, 2011.

A **MOTION** was made by Shelley Poehls to approve the General Meeting Minutes for August 16, 2011. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

b) Special Meeting – August 24, 2011.

A **MOTION** was made by Bob Dablow to approve the Special Meeting Minutes for August 24, 2011. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

c) Special Meeting – September 3, 2011.

A **MOTION** was made by Mark Hanson to approve the Special Meeting Minutes for September 3, 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 – Dan brought in a bill from Moore Engineering for \$7,500.00 for work they have been doing in the water plant. The original amount was \$15,000.00, but Moore cut it in half. The council feels it is a reasonable amount for all they have been doing the last few months to help us clear up the water in town. Norm let Dan know about the cleaning & video taping going on and a possible problem in the sewer line on Main by the park that may need to be replaced next year when we do the street project. Norm will get Dan a copy of the video when it is done to look over.

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

**7) Amendments to Agenda** – none.

**8) Citizens concerns** – We have a few complaint forms that have been dropped off since the last meeting. There was a lot of discussion about how to handle these complaints, the council decided to wait until after the upcoming water meeting next week to make a decision on them for the next general meeting on October 18.

**9) Maintenance Department** – Aaron Mayry – Aaron worked on general maintenance duties and worked with both Rich and Norm on water and sewer projects.

**10) Water Department** – Rich Hayes – 1,108,000 gallons were pumped out last month. Rich has been doing samples three times a week and working with Steve Ahlschlager. Iron levels have been staying about the same. The plant is now producing the same quality of water that it was when it was first installed. There have been spurts of discolored water around town. We have had a few mechanical problems that have made the discoloration problem hard to fix, Rich believes the distribution is or

problem. We have a water meeting with Moore Engineering next week where we will discuss water and inform residents of what is going on in the plant. Rich is resigning after 17 years of service as of October 1<sup>st</sup> and from then on will have a consulting fee of \$20.00 per hour if we have questions on the water.

At this time we had a short break while council thought over closing the meeting to discuss Rich resigning.

The meeting was called back to order and Rich felt we should just move on without closing the meeting to talk to Rich privately. Rich said, Norm is a Class C operator, so he would be legal to take over for Rich as the Water Superintendent.

**A MOTION** was made by Shelley Poehls to accept Rich Hayes resignation as Water Superintendent. It was 2<sup>nd</sup> by Mark Hanson and the motion carried with Charles Neff being opposed.

Charley's personal feelings are he understands why Rich is resigning and he knows the sense of relief he feels, but Rich has served the community well over the last 17 years and his expertise will be missed. The council greatly appreciates Rich's efforts to the City.

**A MOTION** was made by Burl Ingebretsen to extend Councils appreciation to Rich for his work over the last 17 years. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

As Rich mentioned Norm is a Class C operator and we would be legal with him taking over. Norm said, he had no problem taking over.

**A MOTION** was made by Bob Dablow naming Norm Nyland the new Water Superintendent. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

At the last meeting we voted to add an assistant to the Water Superintendent which was approved, but as of now no one has been hired yet. Charley recommends we add those responsibilities to Aaron with separate pay from the water budget.

**A MOTION** was made by Bob Dablow to expand Aaron's job responsibilities to the water assistant position. It was 2<sup>nd</sup> by Mark Hanson and the motion carried.

Aaron asked if it would he would be able to call on Rich at the \$20.00 per hour rate Rich mentioned if he had a question about something only Rich would be able to answer like where a valve might be. Council agreed that it shouldn't be a problem if it is going to save time by checking with Rich as opposed to spending extra time searching which would be more expensive. As the Water Commissioner Charley will work closely with both Norm and Aaron. Charley, Norm and Aaron will sit down and divide the job responsibilities for water. Rich's monthly salary will go to mostly to Norm and Aaron will be paid hourly.

**A MOTION** was made by Bob Dablow to pay Aaron his current maintenance wage of \$15.75 per hour for his water duties also. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

**11) Sewer Department** – 2.55 million gallons were pumped to the lagoons last month with 4.85 inches of rainfall. Norm handed out manhole survey sheets to look over. We have \$19,000.00 set aside for manholes this year, so when Norm gets the proposal from Key he will prioritize by need with the available funds for this year. The cleaning & video taping is about done, we will look over the video when it's done to look for problems. The first discharge was started today and is going well we will need to do another this fall as well, we will be pumping out about 10 million gallons in this discharge. Norm needs 8 credit hours for waste-water before next spring to keep current on his license.

**a) Sump Pump Update** – We will look into more next meeting.

## **12) Treasurers Report**

**a) Budget Shortfall** – Charley informed the Council that the general budget is short \$10,290.00 for the year as of now.

**b) Budget Meetings** – First the Rescue Squad & Health budgets were looked over for approval. **A MOTION** was made by Mark Hanson to approve the proposed Rescue Squad budget for 2012. It

was 2<sup>nd</sup> by Bob Dablow and the motion carried.

**A MOTION** was made by Bob Dablow to approve the proposed Health budget for 2012. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

Tuesday, October 4<sup>th</sup> was decided on for the first budget meeting, but may be moved if Shelley is unable to attend.

**13) Receipts, Disbursements & Claims** – We need to add the bill from Moore Engineering to the claims list for approval for \$7,500.00.

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

**14) Water/Sewer/Garbage Bills & Past Dues** – The list is looking better we will keep an eye on a few of them for next months shut offs.

### **15) Old Business**

**a) E-mail List** – Charley has the list set up for residents who want to can sign up to receive e-mail announcements. We will post how to sign up.

### **16) New Business**

**a) Re-Certify Specials to County Auditor for Tax Forfeited Properties** – We need to send a letter to the Auditors Office requesting that the specials be re-certified for the two properties we talked about last month, the total amount owed for both is \$20,399.63.

**A MOTION** was made by Bob Dablow to re-certify the specials for the two properties to the County Auditor. It was 2<sup>nd</sup> by Mark Hanson and the motion carried.

**b) Relief Association Contribution** – We got an e-mail from the Relief Association requesting the municipal contribution for 2010 in the amount of \$1,863.00.

**A MOTION** was made by Burl Ingebretsen to pay the \$1,863.00 to the Relief Association. It was 2<sup>nd</sup> by Mark Hanson and the motion carried.

**c) Crowbar Temp. Liquor License for 61 for 61** – The Crowbar is requesting a license for Saturday, September 24<sup>th</sup> for 61 for 61.

**A MOTION** was made by Shelley Poehls to approve the liquor license for the Crowbar. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

### **17) Commissioner Reports**

**a) Health & Weeds** - Charles Neff – Rich will spray mosquitoes again this week

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

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

**d) Fire District** - Bob Dablow – The Fire District budget was looked over, it is set at \$61,500.00 with our portion being \$30,750.00. They are not sure if they will be doing an internal audit this year or use Carlson Highland again. Recent minutes and financials were looked over.

**e) Rescue Squad** – Shelley Poehls – Minutes from the July meeting were looked over.

**f) Parks** - Burl Ingebretsen – The Lions sign has been re-posted and the Lionesses have begun working on the garden by the sign.

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

**h) Streets** – Mark Hanson – Mark will check with Dan Hanson on the preliminary engineering report for the street project. Aaron talked to Fitzgeralds and they will fill the hole by the home next to the bar when they have the time.

### **18) Adjournment**

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

The meeting adjourned at 9:47 pm.

Respectfully Submitted

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Wendy Otte, City Clerk

Approved      10-18-11