

**Minutes**  
October 18, 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, Kelan Boughton, Dan Hanson, Michael Bednar, Nicole Bednar and Richard Schenck.

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

**3) Previous Minutes**

a) General Meeting – September 20, 2011.

**A MOTION** was made by Shelley Poehls to approve the General Meeting Minutes for September 20, 2011. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

b) Special Meeting – September 27, 2011.

**A MOTION** was made by Burl Ingebretsen to approve the Special Meeting Minutes for September 27, 2011. It was 2<sup>nd</sup> by Mark Hanson and the motion carried.

c) Special Meeting – October 4, 2011.

**A MOTION** was made by Bob Dablow to approve the Special Meeting Minutes for October 4, 2011. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

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

**5) City Engineer** – Dan Hanson – Dan will meet with Mark on Friday to come up with a plan for the street reconstruction for next year. Dan came in to ask for approval for Moore Engineering to write up a study for the next years street project. The study will include all roads needing work, but we can decide by project what to do. The cost will be \$1,500.00 for the report. We will be looking at the sewer line video to see if we need to add other roads to the project for sewer line repairs.

**A MOTION** was made by Shelley Poehls to authorize \$1,500.00 to Moore Engineering for the street study. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

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

**7) Amendments to Agenda** – none.

**8) Citizens concerns** – none.

**A MOTION** was made by Shelley Poehls to move Sabin Rod & Gun Gambling Permit up on the agenda. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

**16) New Business b) Sabin Rod & Gun Gambling Permit** – Sabin Rod & Gun is requesting a Gambling Permit for a raffle on November 28, 2011.

**A MOTION** was made by Shelley Poehls to approve the Gambling Permit for Sabin Rod & Gun. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

**9) Maintenance Department** – Aaron Mayry – Aaron reported on what he has been working on. He also asked about buying a snow-blower for clearing the sidewalks and the driveway at the EMS building.

**A MOTION** was made by Shelley Poehls to authorize up to \$900.00 for a snow-blower. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

**14) Water/Sewer/Garbage Bills & Past Dues** – was moved up due to only a few minutes before recessing for the Variance Meeting. We will shut off all that haven't made a payment since before September 1.

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

The General Meeting was called back to order at 7:49pm.

**10) Water Department** – Norm Nyland – Norm & Aaron started flushing hydrants on Monday with the flushing plan drawn up by Moore Engineering. For the most part the water came out was bad for only a few seconds, the hydrants have been running for 15 to 20 minutes each to clean the pipes. More flushing will be done Wednesday and Friday. After the flushing plan is completed we will draw down and winterize the hydrants. The tests at the plant have been going well on clarity. The chlorine has been upped to a 75% feed rate manually. Moore Engineering has been pleased with the results we have been getting and they don't want us to change anything for now. Norm has tested at 3 Residents homes and the chlorine has been low. 500,000 gallons have been pumped from the plant since October 1<sup>st</sup>.

**c) Supplemental Appropriation** – We have been spending a lot more money than what we agreed on last year for the Water Budget. We need an additional \$48,000.00 to carry us through the end of the year in the Water Budget due to increased wages, engineering and other expenses. Basically the Water Fund will be borrowing from the General Fund, but the Water Fund will show a negative balance. We had a reserve of about \$50,000.00 in the Water Fund a few years ago that is now gone. The wages should go down after we get a handle on the water, Steve had estimated 10 to 15 hours per week for testing and general maintenance when things are running smoothly.

**A MOTION** was made by Mark Hanson to approve the Supplemental Budget. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

**a) Reconsider Wages & b) Job Description** – We need to nail down job descriptions what gets paid as part of the monthly contract, what will be hourly for the Water Supervisor position and the wage for the Water Assistant. We did not consider what the Assistant would be making compared to the Supervisor when the assistant wage was looked at, at the last meeting. We will look at Job Descriptions and wages on another night. Norm said he will do the job and the Council can let him know what they decide for the wages.

**A MOTION** was made by Charles Neff to pay Norm Nyland the hourly wage he is currently receiving for sewer for his water duties until we determine what is considered monthly contract and hourly duties. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried. We will discuss this at the next budget meeting.

**11) Sewer Department** – Norm Nyland - 1.11 million gallons were pumped out to the lagoons last month. 7 million gallons were discharged and the samples between discharges have looked good. Norm is planning on the second discharge for another 5 million gallons The manhole inspections are done and Norm has contacted Key with the manholes to be worked on this year. JetWay has finished the video taping and they are transferring to jump drives, so we should have them soon.

**a) Sump Pump Update** – none.

**12) Treasurers Report**

**a) Budget Shortfall** – Charley hasn't had time to finalize overages. The water and sewer funds

were looked at.

### **13) Receipts, Disbursements & Claims**

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

**14) Water/Sewer/Garbage Bills & Past Dues** – Was moved up and discussed earlier.

### **15) Old Business**

**a) Water Reimbursement** – The council discussed how we want to handle complaints for damaged property due to discolored water. Wendy had one resident come in complaining about \$60.00 worth of damaged shirts, but when the complaint form was filled out it was upped to \$500.00 worth of damaged clothing. The Council felt that if we start giving out credits we may end up crediting every account and we are already short in the water fund. We have a bond to pay and the costs have been higher due to all of the work we have been putting in, we do not want to end up having to raise the water rates either. Steve brought up at the water meeting that this is not a new problem, we have had years of spurts of discolored water. The Council feels that we are moving in the right direction with the water and would like to wait and see what happens with the water over the next year.

**A MOTION** was made by Charles Neff to authorize a one time credit of up to \$50.00 for damages. It was 2<sup>nd</sup> by Mark Hanson. The motion failed after all 5 council members opposed the motion. There will be no refund policy.

### **16) New Business**

**a) Certify Past Due** – Last year we certified John Beck's past due utilities to his property taxes and he has not made any payments again this year.

**A MOTION** was made by Burl Ingebretsen to certify John Beck's unpaid utilities to his taxes. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

**b) Rod & Gun Gambling Permit** – Was moved up and discussed earlier.

### **17) Commissioner Reports**

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

**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 has been no Fire District meeting since our last meeting. The Fire District has been busy burning houses for the County.

**e) Rescue Squad** – Shelley Poehls – Minutes from the September meeting were looked over. Richard informed the Council that the internet is still not working in the Rescue building. Council informed him that we are having it looked at by Midcontinent and it should be working shortly. He also brought in an estimate for work on the garage doors including new openers that include photo eyes that stop the door from closing if someone is in the way. The council feels that the expense is not warranted at this time to add the safety eyes with the added expense of new openers and electrical work. The Council will have Aaron fix the seals on the doors.

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

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

**h) Streets** – Mark Hanson – Meeting with Dan on Friday discussed earlier.

We will meet for the next budget meeting on October 25<sup>th</sup> at 7:00pm.

**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 9:25pm.

Respectfully Submitted

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Wendy Otte, City Clerk

Approved 11-15-11