

Minutes
June 19, 2012
General Meeting

1) The meeting was called to order by Charles Neff/Mayor at 7:05PM.

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

b) Others Present were Wendy Otte/Clerk, Aaron Mayry, Norm Nyland, Richard Schenck, Steve Ahlschlager and Dan Hanson.

2) The Pledge of Allegiance was said.

3) Previous Minutes

a) General Meeting – May 15, 2012.

A MOTION was made by Shelley Poehls to approve the General Meeting Minutes for May 15, 2012. It was 2nd by Burl Ingebretsen and the motion carried.

4) City Attorney – Zenas Baer – Charley informed the council that a resident called him at 6:00 a.m. Friday about a manhole off on 3rd Street. The resident covered it with a sawhorse and Charley had Wendy call Fitzgerald's to put the cover back on. By the time Brad Fitzgerald got to it around 9:00 a.m. it had already been replaced. A person came in today and claimed his son had drove over the uncovered manhole late Thursday or early Friday and damaged his vehicle. He would like to know what we can do to cover the damages, so we will contact Zenas to see what our options are.

5) City Engineer – Dan Hanson

a) **Road Projects** – Bids were opened Monday morning, we had a total of 4 that came in. The lowest bid was for \$114,676.70 the high bid is \$143,640.00. They were all higher than Dan estimated they would be, but since the higher amounts are on the city side we are within what we told the residents for assessments at the public hearing. The city portion has gone up \$9,000 which will be about \$500.00 per year more than expected. The bottom line amount with contingencies will be \$145,000.00 needed for the bond. Dan doesn't feel we will get lower bids if we wait on the project until next year and the road is quickly deteriorating. H&S Contracting is the low bidder, Dan has checked them out, they are bonded and he has had positive feedback from others that have worked with them. Dan recommends that we award the contract to H&S Contracting in the amount of \$114,676.70. The \$145,000.00 includes the contractor, engineering and bond costs. There will be someone from Moore Engineering on site during the reconstruction when needed.

A MOTION was made by Bob Dablow to adopt a resolution awarding the contract to H&S Contracting in the amount of \$114,676.70. It was 2nd by Burl Ingebretsen and the motion carried.

Charley informed the council that he and Wendy have been trying for 3 weeks to get a bond set up with Bank of the West for the project and have very poor service with no one at Bank of the West returning our e-mails or phone calls. We have contacted Northwestern Bank in Dilworth who are willing to work with us and John Shockley will be our bond council to get this taken care of.

9) Water Department – Norm Nyland – **moved up** – 1,334,000 gallons were pumped last month. We had a meeting at the plant on Friday with Dan & Steve at which they presented us with 2 bills. The council had originally allocated \$29,000.00 for the work with Moore on the plant clearing up the water issues. Modifications were made after the original budget work had been completed which resulted in additional work being done by Moore. Data collection is important to finding and fixing problems in a timely manor which is why we are adding the SCADA system. The first bill was for \$5,834.30 which

brings us to the \$29,000.00, the second bill was for an additional \$15,465.00 which includes review of the SCADA system, polymer addition and preparing documents for the MN Department of Health. The portion of the bill for interacting with the MN Department of Health in the amount of \$5,802.50 was credited by Moore bringing the second bill to \$9,962.50. The reason for the credit is Moore did not communicate with the Department of Health in a timely manor. The costs will diminish once we have installed the SCADA system if Moore feels they need to spend extra time on the water issues they will get approval at that time. Steve feels it shouldn't be more than a few thousand dollars between now and the end of the year. Norm is working with Jason at Sweeneys on the SCADA and will be in direct contact with him, so we shouldn't be using Moore as much. We will be getting the tower and clear well cleaned sometime in July. Charley informed the council that the water fund reserve has been wiped out with all that we have been putting into clearing up the water. The council discussed increasing the water rate to rebuild the fund. The council feels an increase of \$1.00 added to the base rate should help rebuild the water fund.

A MOTION was made by Charles Neff to raise the water base rate by \$1.00 beginning with the July 2012 billing to help rebuild the water fund. It was 2nd by Burl Ingebretsen and the motion carried.

Aaron had a request to fill a swimming pool and Norm felt we should have a policy for rates that will be charged to fill pools.

A MOTION was made by Bob Dablow to approve a policy to fill swimming pools at a rate of \$20.00 plus \$5.00 per 1,000 gallons of water. It was 2nd by Burl Ingebretsen and the motion carried.

We have been unable to find the shut off at a home that was to be shut off last month. The council will have Wendy send a letter to the homeowner informing them that if they do not pay the past due amount we will call someone in to locate the shut off at the homeowners expense.

10) Sewer Department – Norm Nyland – **moved up** - 1,063,000 gallons were pumped to the lagoons last month. The discharge is done with 4.2 million gallons pumped out this spring. We cleaned and televised all lines last year and Norm feels we should just do cleaning this year. Key Contracting came out to put a bid together for the manholes again this year, we can get 11 done this year with what is in the budget.

6) Amendments to Agenda – Bob is cleaning his things out of the garage and we have an old craftsman tractor that was bought in 2001 that we haven't used for 5 years, it doesn't run at this time. Bob would like to purchase it for \$200.00 if the city would like to sell it. Legally we have to auction equipment belonging to the city. The council will look into whether we should keep it or auction it off.

7) Citizens Concerns -

8) Maintenance Department – Aaron Mayry – Aaron has fixed some park equipment that has been vandalized. We have been having some vandalism issues including the door to the concession stand being broken, a spring riding toy broken and screws missing from the park equipment. Shelley would like to put a notice in the Area Update asking residents to inform us of any vandalism they may witness. There are some trees in the pond that don't look like they will make it, the council told Aaron to take out the dead trees. Aaron has also been working on getting the mosquito sprayer running. Bob will contact Chuck Krabbenhoft about the grass he planted that looks more like weeds.

11) Mayors Minute – none.

12) Treasurers Report – Financials were looked over.

13) Receipts, Disbursements & Claims –

A **MOTION** was made by Shelley Poehls to approve the Receipts, Disbursements & Claims. It was 2nd by Bob Dablow and the motion carried.

14) Water/Sewer/Garbage Bills & Past Dues – There are 5 to be shut off this month if payments are not made by the 25th. Aaron should contact Rich for some hard to find shut offs.

15) Old Business

16) New Business

a) **Citizen of the Season** – The council had 4 nominees to choose from this quarter.

A **MOTION** was made by Shelley Poehls to award the Citizen of the Season to Dave Castanon. It was 2nd by Burl Ingebretsen and the motion carried. We will inform Dave and ask if he would like to attend the July meeting so we can present him with the award.

b) **Changing Banks** – We have been getting poor customer service from Bank of the West and would like to look into switching to Northwestern Bank in Dilworth. Wendy had looked into this last year at the request of the Auditor and Northwestern seemed to be the best choice of the 3 that were looked at. Council agreed that if we aren't getting the service to have us look into changing banks.

17) Commissioner Reports

a) **Health & Weeds** - Charles Neff – No mosquito issues yet.

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

c) **Fire District** - Bob Dablow – Minutes and financials were looked over. The Fire District needs to add a few new members.

d) **Rescue Squad**- Shelley Poehls – Minutes were looked over. They haven't heard from Comstock yet on whether they'd like Sabin to cover them. There won't be a meeting in July.

e) **Parks** – Burl Ingebretsen – Aaron was asked to replace the soccer nets.

f) **Recycling** - Mark Hanson – Not present to report.

g) **Streets** – Mark Hanson – No present to report.

18) Closed Meeting – The meeting was closed to discuss Aarons position with the city.

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 9:58PM.

Respectfully Submitted

Wendy Otte, City Clerk

Approved 7-17-12